verizon

User Guide

htc one®

Contents

Unboxing

HTC One 14
Charging the battery 15
Switching the power on or off 16
Want some quick guidance on your phone? 17

Setting up your phone

Setting up your new phone for the first time 18
Transferring content from an Android phone 19
Transferring content from an iPhone 21
Transferring contacts from your old phone through Bluetooth 21
Getting contacts and other content into HTC One 22
Transferring photos, videos, and music between your phone and computer 23
Home screen 24
Getting to know your settings 24
Updating your phone's software 25

Your first week with your new phone

About your phone 27

Basics 31
Home screen feeds 46
Notifications 50
Working with text 53
Battery 62

Camera and Gallery

Camera 67
Gallery 76

Personalizing

Making HTC One truly yours 94
Changing your wallpaper 94
Adding a widget to your Home screen 95
Adding apps and other shortcuts on your Home screen 97
Rearranging or removing widgets and icons on your Home screen 97
Personalizing the launch bar 99
Grouping apps into a folder 100
Adding a Home screen panel 101
Changing your ringtone, notifications, and sounds 102
Rearranging application tabs 102
Customizing the lock screen style 103
Hiding missed calls and messages on the lock screen 103
Setting up a face unlock on your phone 103

Phone calls

Making a call with Smart dial 105
Dialing an extension number 106
Returning a missed call 107
Using Speed dial 107
Calling a phone number in a text message 108
Calling a phone number in an email 108
Calling a phone number in a Calendar event 108
Making an emergency call 109
Receiving calls 110
What can I do during a call 111
Setting up a three-way call 113
Changing ringtone settings 113
Checking calls in the Call History 114
Global Ready 116
Your Verizon Wireless SIM card 117
Using Assisted dialing 119
Changing the HTC One network connection 121

Messages

Sending a text message (SMS) 122
Sending a multimedia message (MMS) 123
Sending a group message 125
Resuming a draft message 127

Replying to a message 128
Saving a text message in the Tasks app 129
Forwarding a message 130
Viewing and saving an attachment from a multimedia message 130
WAP push messages 131
Copying a text message to your SIM card 132
Deleting messages and conversations 132

Search and web browser

Searching HTC One and the Web 134
Getting instant information with Google Now 136
Browsing the Web 139
Bookmarking a webpage 143
Using your browsing history 144
Clearing your browsing history 145

Entertainment

Music 146
TV 153
Wireless display 161

Storage

Types of storage 164

Copying files to or from HTC One 165
Making more storage space 165
Encrypting data on HTC One 167

Sync, backup, and reset

Online sync 168
Backup 171
HTC Sync Manager 177
Reset 185

People

Your contacts list 188
Setting up your profile 191
Adding a new contact 191
Editing a contact’s information 193
Getting in touch with a contact 193
Importing or copying contacts 194
Merging contact information 195
Sending contact information 197
Contact groups 198

Email

Gmail 200

Mail 202

Travel and maps

Location settings 211
Google Maps 211
HTC Car 218
VZ Navigator 223

Google Play and other apps

Getting apps 225
Essential apps 228
Fun apps 236
Productivity apps 240

Internet connections

Data connection 248
Managing your data usage 249
Wi-Fi 252
Wi-Fi Enhanced Connectivity 254
Connecting to a virtual private network (VPN) 254
Using HTC One as Mobile Hotspot 256
Sharing your mobile data connection by USB tethering 258
Connecting to the Internet through a computer 259

Wi-Fi printing 260

Wireless sharing

Connecting a Bluetooth headset 263
Unpairing from a Bluetooth device 265
Where sent information is saved 265
Receiving files using Bluetooth 266
Sharing content with NFC 268

Settings and security

Turning Airplane mode on or off 272
Turning automatic screen rotation off 273
Adjusting the time before the screen turns off 274
Adjusting the screen brightness manually 274
Playing a sound when selecting onscreen items 274
Changing the display language 275
Accessibility settings 275
Magnifying your phone's screen 275
Working with certificates 277
Assigning a PIN to help protect your SIM card 278
Setting a screen lock to help protect HTC One 279
Checking your phone's HTC Sense version 280
Navigating HTC One with TalkBack 281

Trademarks and copyrights

Index

IMPORTANT CUSTOMER INFORMATION

Please be advised that many services and applications offered through this unique device are provided by various device manufacturers, operating system, software and application developers (e.g. Google®, Motorola, Microsoft®, Palm, Research In Motion). If you use, link to or download such a service, or an application such as a non-Verizon Wireless location based GPS-type service, chat room, marketplace or social network from this device, you should carefully review the terms of such service or application. If you use any of these non-Verizon Wireless services or applications, personal information you submit may be read, collected, or used by the service or application provider and/or other users of those forums.

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Conventions used in this guide

In this user guide, we use the following symbols to indicate useful and important information:

This is a note. A note often gives additional information, such as what happens when you choose to do or not to do a certain action. A note also provides information that may only be applicable to some situations.

This is a tip. A tip gives you an alternative way to do a particular step or procedure, or lets you know of an option that you may find helpful.

This indicates important information that you need in order to accomplish a certain task or to get a feature to work properly.

This provides safety precaution information, that is, information that you need to be careful about to prevent potential problems.

Important RF Notice

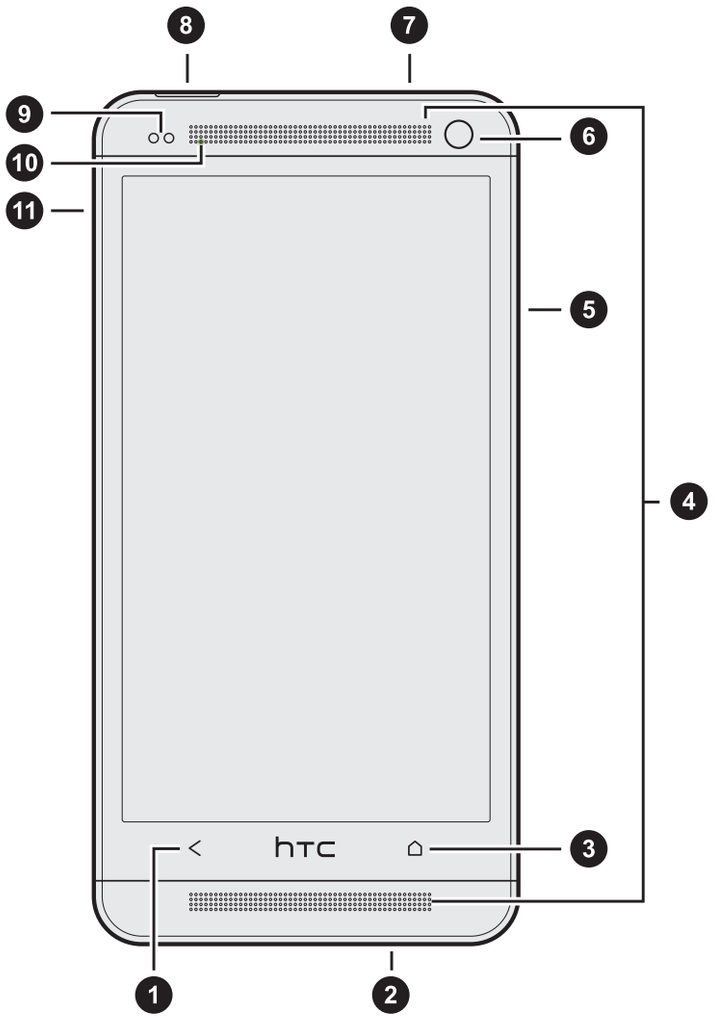
This device was tested for compliance with the applicable FCC and Industry Canada specific absorption rate (SAR) limits for radio frequency (RF) exposure during typical body-worn operations. To ensure that RF exposure levels remain at or below the tested levels, use a belt-clip, holster, or similar accessory that maintains a minimum separation distance of 1.0 cm between your body and the device, with either the front or back of the device facing towards your body. Such accessories should not contain any metallic components. Body-worn accessories that do not meet these specifications may not ensure compliance with applicable SAR limits and their use should be avoided.

Important note on recoverable data

Files and other data that have been deleted, cleared, removed, or erased from your device may still be recoverable by third-party data recovery software. Even a factory reset may not permanently erase all data from your phone, including personal information.

Unboxing

HTC One



1. BACK
2. USB connector
3. HOME
4. Dual speakers
5. VOLUME
6. Front camera
7. 3.5mm headset jack
8. POWER/IR
9. Proximity sensor
10. Notification LED
11. Tray eject hole/SIM card tray

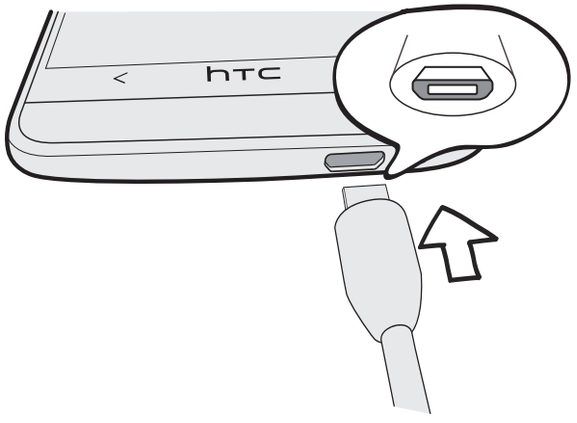
If you want to use a screen protector, please don't cover and block the proximity sensor. A dedicated screen protector for HTC One that already has a small opening for the sensor can be purchased through any Verizon Wireless store or online at www.verizonwireless.com.

Charging the battery

Before you turn on and start using HTC One, it is recommended that you charge the battery.

Use only the adapter and the USB cable that came with HTC One to charge the battery. When the battery power is too low, make sure to use the power adapter to charge, not the USB cable connection with your computer.

1. Insert the small end of the USB cable into the USB connector.



2. Insert the other end of the USB cable into the power adapter.

3. Plug in the power adapter to an electrical outlet to start charging the battery.

- As a safety precaution, the battery may stop charging to avoid overheating.
- When you're using the Internet and charging the battery, HTC One may become warmer. This is normal.
- To conserve energy, unplug the power adapter from the electrical outlet after you finish charging.

Switching the power on or off

Switching the power on

Press and hold the POWER button until HTC One vibrates.

When you turn on HTC One for the first time, you'll need to set it up.

Switching the power off

1. If the display is off, press the POWER button to turn it back on. If you've set up a lock screen, you need to unlock it.
2. Press and hold the POWER button for a few seconds.
3. Tap **Power off** on the options menu.

Want some quick guidance on your phone?

Exploring HTC One

Tips & Help lets you get the most out of HTC One in seconds.

- Ever have the feeling that you're not getting the most out of your phone? Browse through the friendly walkthroughs on Tips & Help to learn how. The topics range from intro to advanced and the Tips & Help feed on the Home screen even recommends topics that you might like.
- Need to know how to do something right away? Just type in some keywords and get clear, up-to-date answers right on HTC One.

To open Tips & Help from the Home screen, tap > **Help** > **Tips & Help**.

If you haven't downloaded Tips & Help content yet, or if there's updated content available, just tap the download link to get it.

To change the sync settings of Tips & Help, tap > **Update settings**.

Searching Tips & Help

1. In Tips & Help, tap , and then enter the words you want to search for.
2. Tap a search result to jump straight to that item.

Setting up your phone

Setting up your new phone for the first time

When you switch on your new phone for the first time, you'll be asked to set it up.

You can enable TalkBack to navigate by spoken feedback before selecting the language. Draw a square in the clockwise direction on the screen and then tap **OK**. To find out more, see Navigating HTC One with TalkBack on page 281.

Walk through the on-device setup to restore your contacts, set up your email accounts, turn on location sharing, and more.

Some features that need to connect to the Internet such as location-based services and auto-sync of your online accounts may incur extra data fees. To avoid incurring data fees, disable these features under Settings. For more information on location services, see Turning location services on or off on page 211.

Transferring content from an Android phone

On your old Android™ phone, download the HTC Transfer Tool and use it to transfer your content to your new HTC phone. The types of locally stored content on your old phone that the tool can transfer include contacts, messages, calendar events, web bookmarks, music, photos, and videos. Some settings can also be transferred.

- You need Android version 2.3 or later to use the HTC Transfer Tool on your old phone.
- If your old phone has Android version 2.2 or an earlier version, you need to use Bluetooth® transfer. For details, see Transferring contacts from your old phone through Bluetooth on page 21.

1. Go to Settings, and then tap **Transfer content**.
2. Choose whether to transfer from an old HTC Android phone or other Android phone.
3. Tap **Full transfer**.
4. Follow the steps shown on your new phone to download the HTC Transfer Tool from Google Play™ to your old phone, install it, and open the tool.
5. When you see a PIN on your old phone, make sure the same PIN also appears on your new phone before you continue.

If the PIN code doesn't appear, this may mean that your old phone is unable to connect to your new phone. If this happens, tap Unable to establish a connection on your new phone to use Bluetooth for transferring contacts from your old phone.

6. On your old phone, tap Next, choose the types of content you want to transfer, and then tap Start.
7. Wait for the transfer to finish.
8. Tap Done on both phones.

Transferring content from an iPhone

If you have an iPhone®, it's fast and easy to transfer your contacts, messages, and other content when you use HTC Sync Manager.

To find out how, see Transferring iPhone content to your HTC phone on page 179.

If you only need to migrate your contacts, you can also use Bluetooth transfer. For details, see Transferring contacts from your old phone through Bluetooth on page 21.

Transferring contacts from your old phone through Bluetooth

Use Bluetooth to transfer contacts from an iPhone, a phone that has Android version 2.2 (or earlier version), or other types of phones. Depending on the capabilities of your old phone, you may be able to transfer not only contacts but also other data such as calendar events and text messages to your new HTC phone.

Use HTC Sync Manager to transfer more types of content from an iPhone.

1. Go to Settings, and then tap **Transfer content**.
2. Choose whether to transfer from an Android phone, iPhone, or other phone types. If you chose to transfer from an Android phone, tap **Quick transfer**.
3. Choose your old phone's name and model.
4. On your old phone, turn Bluetooth on and set it to discoverable mode.

5. Follow the onscreen instructions on your old and new phones to pair them and start the data transfer.

Getting contacts and other content into HTC One

There are several ways you can add contacts to HTC One.

Sync with your computer	Use HTC Sync Manager to sync contacts, documents, playlists, and more between HTC One and your computer running a Windows® or Mac OS® operating system. You can also use it to transfer contacts, messages, and other content from an iPhone to your computer, and then to your HTC One.
Gmail™	Google contacts are imported to HTC One after you sign in to your Google Account. You can also create more Google contacts right from HTC One.
Social network accounts	Log in to your favorite social networks to sync contact information from them.
Microsoft Exchange ActiveSync®	HTC One syncs your work contacts from the Microsoft Exchange ActiveSync Server in your workplace.
Phone contacts	You can create contacts locally on HTC One, if you don't prefer to store them on your online accounts.
SIM card	If you have an existing Verizon Wireless microSIM card, you can copy all of your SIM contacts to HTC One.

Transfer tool	Use the Transfer tool to transfer not only your contacts, but also calendar events and text messages from your old phone to HTC One.
Backup Assistant℠ Plus	When you sign up for this free service, you can automatically back up and sync contacts with the Backup Assistant Plus server.

Transferring photos, videos, and music between your phone and computer

There are two ways you can transfer your media from or to your computer.

- Connect HTC One to your computer. Your computer will recognize it just like any removable USB drive, and you can copy your media between them.
- Download and use the HTC Sync Manager software on your computer. You can set it up to automatically get music, photos, and videos off HTC One to your computer. You can also sync playlists from your computer to the phone.

  If you have an iPhone, you can even connect it and transfer the camera roll (photos and videos) to your computer. Then reconnect HTC One and copy them over.

Tired of keeping copies of your media in several places? Use online storage services to put your media in one place so you can manage them anywhere — on your computer, HTC One, and other mobile devices.

Go to Settings, and then tap **Accounts & sync** > + to check first what online storage accounts are available on HTC One and sign in to the one you want to use. Use the Gallery app to access media in your online storage.

Home screen

Your Home screen is where you make HTC One your own.

- After you've turned on and set up HTC One, you'll see the Feeds view as the main Home screen. Customize it to show posts from your social networks, headlines from your favorite news media, and more. For details, see Checking feeds on your Home screen on page 46.
- You can change the apps on the launch bar at the bottom of the Home screen. See Personalizing the launch bar on page 99.
- Swipe left and you'll discover another Home screen panel for adding your favorite apps, widgets, and more so they're just a tap away. And if you need more Home screen panels, you can add more. For details, see Personalizing on page 94.

Press ⌂ to return to the Home screen you were last in.

Getting to know your settings

Want to change the ringtone, set up a Wi-Fi® connection, or add your accounts? Do this and more in Settings.

1. Open Settings either from the Quick settings panel or the All Apps screen.
    - With two fingers, swipe down from the status bar to open Quick settings, and then tap ⚙.

- From the Home screen, tap ⋮⋮⋮ to switch to the All Apps screen, and then tap **Settings**.

2. Here are some of the basic settings you can change:
   - Tap the **On/Off** switch next to an item such as Wi-Fi to turn it on or off. Tap the item itself to configure its settings.
   - Tap **Sound** to set a ringtone, choose a sound profile, and configure incoming call sound settings.
   - Tap **Personalize** to change the Home screen wallpaper, lock screen style, and more.
   - Tap **Accounts & sync** to add and sign in to your different accounts, such as email, social networks, and more.
   - Tap **Security** to increase HTC One security, for example with a screen lock.

Updating your phone's software

HTC One can check and notify you if there's a new update available. You can also manually check if there's an available update.

Installing a software update

When Internet connection is on and there's a new software update available, the update notification icon appears in the status bar.

1. Slide the Notifications panel open, and then tap the system update notification.
2. If you don't want to download the update using your data connection, select **Update over Wi-Fi only**.

3. Tap **Download**.
4. When download is complete, select **Install now**, and then tap **OK**.

After updating, HTC One will restart.

Installing an application update

When Internet connection is on and there's an available update for your HTC or mobile operator apps, the update notification icon appears in the status bar.

1. Slide the Notifications panel open, and then tap the update notification.

   The Updates screen opens with the list of application updates to be installed.
2. Tap an item to view its details, and then tap **<**.
3. When you're done reviewing the updates, tap **Install**. You'll be asked to restart HTC One if needed.

Checking for updates manually

Go to Settings, and then tap **Software updates** > **Check new**. HTC One checks if updates are available.

Your first week with your new phone

About your phone

Features you'll enjoy on HTC One

HTC One gives you options for quick and easy transfer of your old phone's content such as your contacts, messages, and media.

On this phone, enjoy taking shots with the camera, checking personalized content with HTC BlinkFeed™, and more.

Easy phone transfer

Easily transfer your contacts, messages, music, photos, videos, and more from an Android phone to HTC One. See Transferring content from an Android phone on page 19.

By using **HTC Sync Manager**, you can even migrate content from an iPhone. See Transferring iPhone content to your HTC phone on page 179.

Dynamic Home screen

With **HTC BlinkFeed**, personalize your Home screen with the information and updates that matter most to you. See a variety of content such as feeds about news and your interests, social network updates, and more. The content is refreshed when you're connected to the Internet. See Checking feeds on your Home screen on page 46.

HTC Zoe

Experience a whole new way of capturing and retouching photos.

- Capture entire moments with pictures and sound, and watch them come alive again with **HTC Zoe™**. See Taking HTC Zoe photos on page 74.
- Retouch your HTC Zoe photos or continuous shots with **Object Removal**, **Always Smile**, and **Sequence Shot**. See Camera and Gallery on page 67.

New way to share memories

Create highlight videos without editing or share your photos to friends and family on the fly.

- Show off the excitement of your event. **Video Highlights** automatically selects the highlights of an event from your photos to create a half-minute show with a musical theme. See Viewing the highlights of an event on page 80.
- HTC Share brings together your best photos, regular photos, and a highlight video so that you can easily share your memories with friends and family. See Sharing memories through HTC Share on page 91.

Outstanding camera features

- With **VideoPic®**, you can snap a picture while you're shooting video. See Taking a photo while recording a video (VideoPic) on page 70.

- Switch to **Sweep panorama** mode and pan the camera to capture a wide-angle view of the scenery. See Taking a panoramic photo on page 75.
- Use **Continuous shooting** mode to capture 20 consecutive shots (or more) of a subject in motion. See Taking continuous camera shots on page 71.
- By just tapping the shutter button, take three shots of your subject at different exposures and combine them into a nice, evenly exposed photo. Use either the main or front camera to capture HDR photos.

  With the main camera, you can also record HDR videos with authentic sound quality.

  See Using HDR on page 73.
- With **Variable Speed Playback**, add a cinematic flair to your videos by slowing down particular scenes. See Changing the video playback speed on page 79.

Immerse in music

- Built-in high quality Beats Audio™ gives you a rich, authentic sound experience, whether you're listening to music, watching a video, or playing a game. To find out more, see Making your music sound better on page 148.
- In our HTC Music app, you'll see a visual animation while you're playing a song. And if lyrics are available, they'll show onscreen.

Entertainment with HTC Sense TV

HTC Sense TV™ brings entertainment to your phone and extends it to your TV. You can:

- Access your TV program guide with the TV app. With just one tap, watch a program on your home TV. See Enjoying TV with HTC One on page 153.

  You can also turn HTC One into a remote control for your TV, set-top box (cable box), and home theater. See Setting up your remote control on page 158.

The TV app is only available in selected countries.

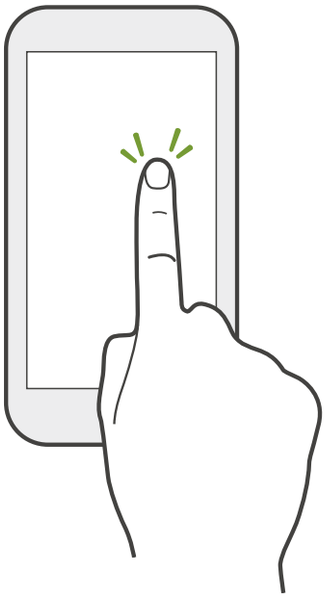
- Use HTC Media Link HD to wirelessly share your media from HTC One to your HD TV. See Sharing on a big screen on page 161.

Basics

Touch gestures

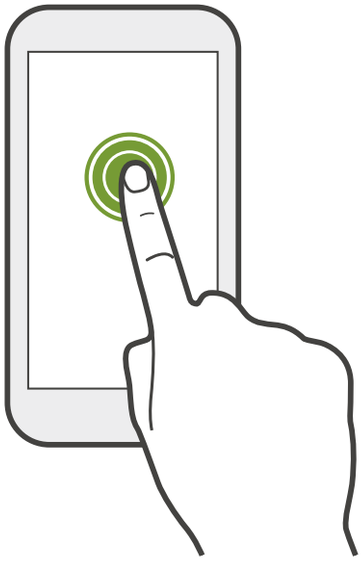
Use touch gestures to get around the Home screen, open apps, scroll through lists, and more.

Tap



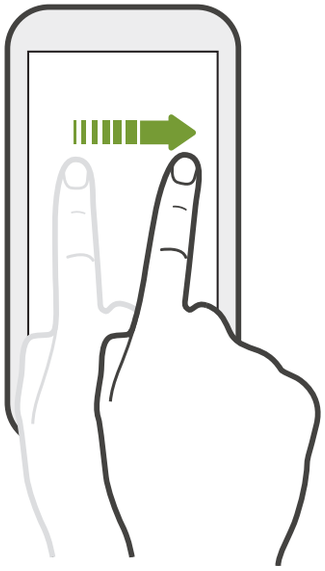
- Tap the screen with your finger when you want to select onscreen items such as application and settings icons, or press onscreen buttons.
- After you've scrolled down a long list or screen (in apps such as Mail and People), tap the status bar to jump straight to the top of your screen.

Press and hold



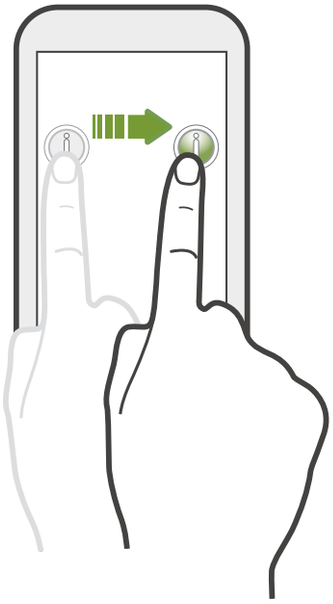
To open the available options for an item (for example, a contact or link in a webpage), just press and hold the item.

Swipe or slide



Quickly swipe your finger vertically or horizontally across the screen to go to other Home pages, scroll through documents, and more.

Drag

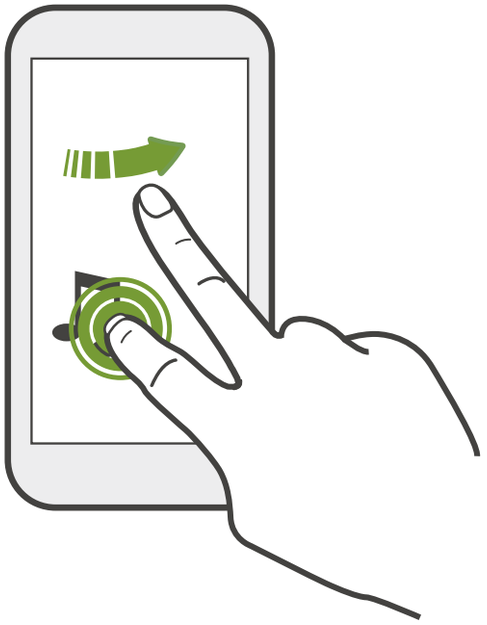


Press and hold your finger with some pressure before you start to drag. While dragging, don't release your finger until you have reached the target position.

Flick

Flicking the screen is similar to swiping, except that you need to swipe your finger in light, quicker strokes, such as when moving right and left on the Home screen, or flicking through a contacts or message list.

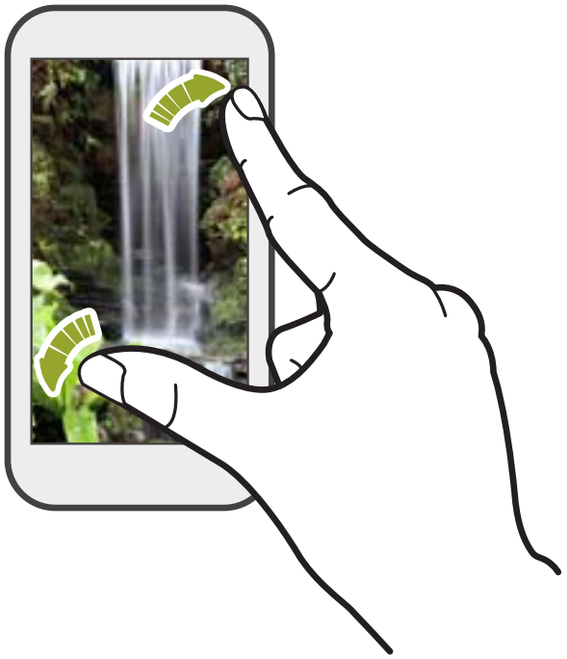
Press and flick



On the Home screen, you can easily move a widget or icon from one screen to another.

Press and hold the widget or icon with one finger, and flick the screen to the new location with another finger.

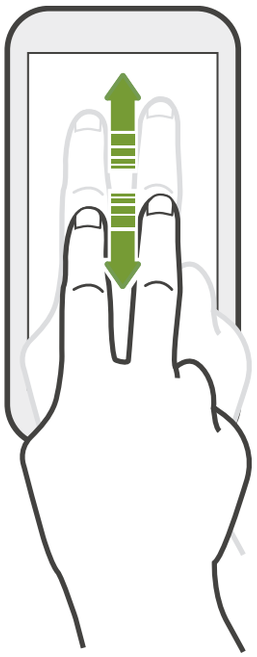
Slide with two fingers



In some apps, like Gallery, Messages, Mail, or the web browser, slide two fingers apart to zoom in when viewing a picture or text.

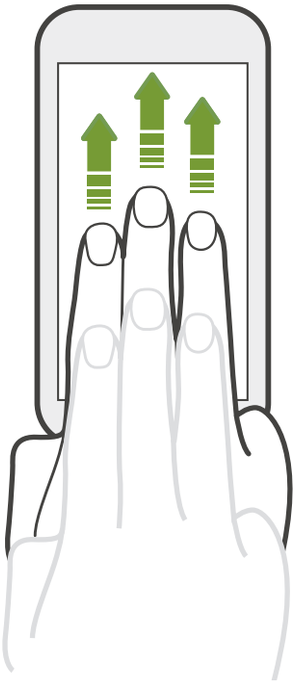
Slide two fingers together to zoom out of the picture or text.

Two-finger swipe



- Swipe down from the status bar using two fingers to access Quick settings.
- In some apps that have sorting, like Mail or People, swipe up or down using two fingers to scroll the screen. The screen displays the sorting order, and you can easily scroll to the information you want.

Three-finger swipe



- Swipe up using three fingers to open the Media output screen. Then choose where to share content such as photos, videos, and music from HTC One.
- Swipe down to disconnect from Media output.

HTC gestures is enabled by default, which makes the three-finger gesture work only when sharing content or using HTC apps.

Three-finger tap

While using the HTC Car app, tap the screen with three fingers to activate the voice command mode.

Can't use multi-finger gestures in your apps?

That's because **HTC gestures** is enabled by default. This makes the three-finger gesture exclusive for sharing content or for use with HTC apps. You won't be able to use multi-finger gestures (gestures that use three fingers or more) for other purposes.

To use multi-finger gestures in games or musical instrument apps, clear the **HTC gestures** option in **Settings** > **Display, gestures & buttons** (or **Display & buttons**).

Motion gestures

Use motion gestures to mute, lower the ringtone volume, and more.

Flip to silence

When a call comes in you can turn HTC One over to mute it.

Pick up to lower volume

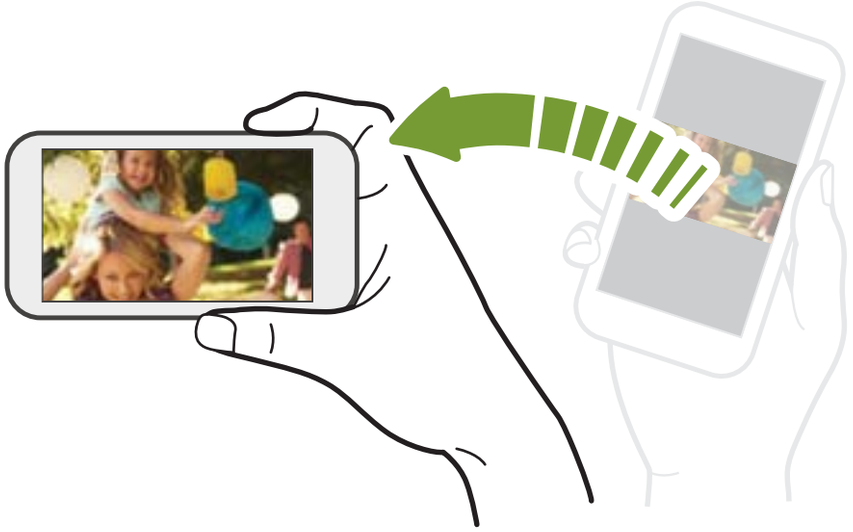
In a business meeting or restaurant, pick HTC One up when a call comes in to lower the ringtone volume.

Set volume to automatically rise while in your pocket or bag

On a noisy street and can't hear HTC One ringing in your bag?

You can set HTC One to recognize when it's in your bag or pocket and raise the ringtone volume so that you can hear it in noisy environments.

Rotate HTC One for a better view



For many screens, you can automatically change the screen orientation from portrait to landscape by turning HTC One sideways.

When entering text, you can turn HTC One sideways to bring up a bigger keyboard.

Sleep mode

Sleep mode saves battery power by putting HTC One into a low power state while the display is off. It also stops accidental button presses when HTC One is in your bag.

Switching to Sleep mode

Briefly press the POWER button to turn off the display and switch to Sleep mode. HTC One also automatically goes into Sleep mode when it's left idle for a while.

You can change the time before HTC One sleeps in the **Display, gestures & buttons** (or **Display & buttons**) settings.

Waking up from Sleep mode

To wake HTC One up manually, press the POWER button. If you've set up a lock screen, you need to unlock it.

HTC One automatically wakes up when you have an incoming call.

Unlocking the screen

You can:

- Drag the lock icon or clock up.

- Swipe up from an empty space on the lock screen.

If you've set up a screen lock, you'll be asked to provide your credentials before HTC One unlocks.

If you've set an event reminder or an alarm, you can snooze or dismiss the event or alarm right from the lock screen. Just drag or up.

Opening an app

- Tap an app on the launch bar at the bottom of the Home screen.
- To see more apps, tap . Then tap the app you want to use.

Opening an app or folder from the lock screen

- On the lock screen, drag an app or folder icon up to unlock the screen and directly go to the app or folder.

The shortcuts on the lock screen are the same ones on your Home screen's launch bar. To change the lock screen shortcuts, replace the apps or folders on the launch bar.

- When there's a notification or info shown on the lock screen such as a missed call or new message, you can drag it up to directly go to its app.

If you've set up a screen lock, you'll be asked to provide your credentials first before HTC One opens the app or folder.

Switching between recently opened apps

When you're multitasking and using different apps on HTC One, you can easily switch between the apps you've recently opened.

Double-tap ⌂ to see recently-opened apps.

- To switch back to an app, just tap it.
- To remove an app from the list, drag it up.

Refreshing content

In some apps, you can easily refresh content that's synced or downloaded from the Web with a simple finger gesture.

1. While viewing content such as weather or Mail inbox, scroll to the top of the screen.
2. Pull down with your finger, and then release to refresh.

Using Quick Settings

Tap the tiles in Quick settings to easily turn on Wi-Fi, Bluetooth, and more. You'll also find a few shortcuts, such as for viewing your profile in the People app.

With two fingers, swipe down from the status bar to open Quick settings.

Miss having a Menu button?

You can set the Home button to open the Menu.

1. Go to Settings, and then tap **Display, gestures & buttons (or Display & buttons)**.
2. Tap **Home** and select how you want to open the Menu, which is to press and hold the button.

Capturing your phone's screen

Want to show off your high game score or write a blog post about HTC One features? It's easy to take a picture of the screen and share it from Gallery.

Press and hold POWER and VOLUME DOWN at the same time.

To share the image, wait until you see the icon in the status bar. Slide the Notifications panel open, and then under the Screenshot captured notification, tap .

The image is saved in the Screenshots album in Gallery.

Home screen feeds

Checking feeds on your Home screen

Stay in touch with friends or get the latest about your interests right on your Home screen. Set up which social networks, news sources, and more will appear.

- Tap a tile to view more details or to comment on a post or status update.
- Scroll to the top and pull down on the screen to manually refresh the stream. This also shows icons for posting on social networks, searching, and more.

In the Feeds view, you can press either the ⌂ button or < button or tap the status bar to scroll to the top.

- Tap ▼ to choose the type of feeds to display. Select Highlights to see other contents such as upcoming events, frequently-viewed photos in Gallery, and more.

  You can manually set which feeds will appear as highlights by tapping ··· next to **Highlights** and selecting your favorite news sources, social networks, and apps.

Your social networks

When you sign in to your social network accounts and authorize HTC Sense® to access them, you can:

- Post status updates from the Home screen when using the Feeds view.
- See your contacts and their status updates in People.
- See photos in Gallery or on the Home screen.
- Check your friends' status updates and posts on the Home screen when using the Feeds view.
- View events and reminders in Calendar.

Posting an update on your social network

You can easily post a status update from the Home screen.

1. Scroll to the top and pull down on the screen. Or pull down and hold the screen.
2. Tap , and then choose a social network.
3. Compose your status update and post it on your social network.

Where is the header?

The header contains icons for posting on social networks, searching feeds, and more.

If the icons don't show, you can do either of the following:

- While browsing the first page of feeds, just pull down the screen.
- While browsing succeeding pages, pull down and hold the screen. Wait for the icons to appear and then release your finger.

Selecting feeds

Get updated with the most relevant content and posts with just a swipe. Choose which feeds to display on the Home screen. You can select popular news channels and websites or choose a category like Entertainment. You can also show posts from friends in social networks or information from apps such as Calendar.

1. Scroll to the top and pull down on the screen. Or pull down and hold the screen.
2. Tap ⋮ > **Topics and services**.
3. Select feeds from apps, types of content, and social networks that will display on the Home screen. Swipe left or right for more choices.

Content from feeds that have just been added may take a few minutes to appear on the Home screen.

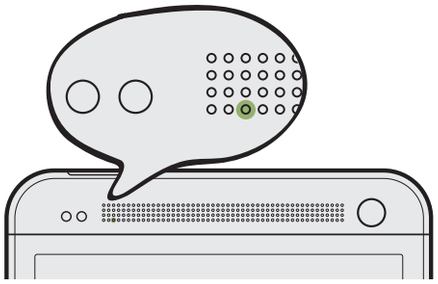
Can I subscribe to a different news source or channel?

Feeds from news channels and web sites displayed on the Home screen are set by a local content guide. To see a different list of news sources, change the local content.

1. Scroll to the top and pull down on the screen. Or pull down and hold the screen.
2. Tap ⋮ > **Settings**.
3. Tap **Local content**.
4. Select the local content you want to use, and tap **Next**.
5. Select news sources and categories that you want.

Notifications

Notification LED



The notification LED shows a:

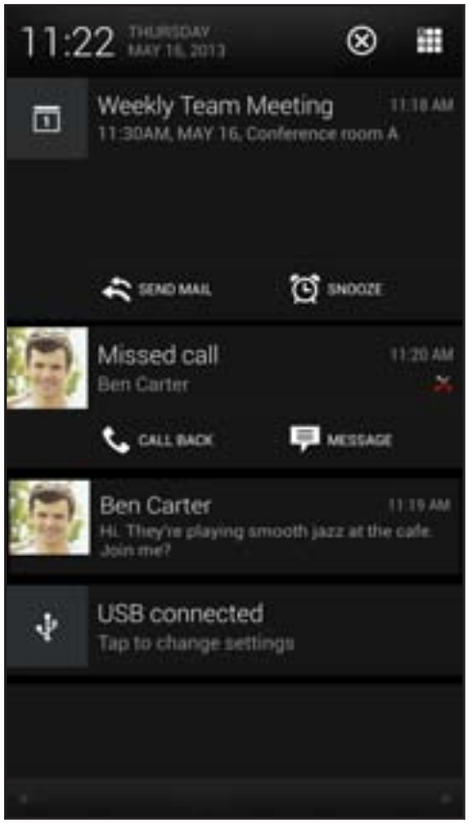
- Solid green light when HTC One is connected to the power adapter or a computer and the battery is fully charged.
- Flashing green light when you have a pending notification.
- Solid orange light when the battery is being charged.
- Flashing orange light when the battery level reaches very low.

Notifications panel

Notification icons inform you of new messages, calendar events, alarms, and activities in progress such as files downloading.

When you see notification icons, open the Notifications panel to check out details of the notifications that you've received. You can also quickly access settings from the Notifications panel.

1. To open the Notifications panel, slide down from the top of the screen.



   If you have several notifications, scroll down the screen to see them all.

2. On the Notifications panel:

   - You can expand certain notifications to see more information, such as email previews and calendar events. Spread with your two fingers to expand a notification, or pinch to collapse it.
   - You'll see icons in some notifications that allow you to take immediate actions. For example, when you have a missed call, tap the available icons to return the call or reply with a text message.
   - Tap the notification icon on the left to open the corresponding app.
   - To dismiss just one notification in the list, drag it left or right.

3. To close the Notifications panel, slide up from the bottom bar of the panel or press < .

   You can also tap ✕ to dismiss all notifications and close the Notifications panel.

Working with text

Selecting, copying, and pasting text

In apps such as the web browser and Mail, you can select and copy text, and then paste or share it.

1. Press and hold on a word.
2. Drag the start and end anchors to highlight the surrounding text you want to select.

Select all
Copy
Share
Web Search
HTC Sense
HTC Sense is a collection of our homegrown innovation that fundamentally changes the way you use your phone. Click on any of the chapters below to learn more.

You can use the magnifier to zoom in while selecting your text. To turn on the magnifier, go to Settings > Accessibility, and then select the Show magnifier option. You'll see the magnifier when you press and hold one of the text selection anchors.

3. After you have selected the text you want to copy, tap Copy.

   The selected text is then copied to the clipboard.

4. In a text entry field (for example while composing an email), press and hold at the point where you want to paste the text.

5. Tap Paste.

To copy the address of a linked webpage, press and hold the link, and then tap Copy link URL.

Sharing text

1. After you have selected the text you want to share, tap **Share**.
2. Choose where to paste and share the selected text, such as in an email message or social network status update.

The HTC Sense keyboard

Typing is fast and accurate with the HTC Sense keyboard.

- Turn on the Trace keyboard so you can type words by just sliding your finger from one letter to another. See Using the Trace keyboard on page 60.
- You can type words by just speaking. See Entering text by speaking on page 61.
- Word prediction also saves typing time. As you type, you'll see word suggestions that you can choose from. You can even add words, phrases, and shortcuts to the word prediction dictionary. See Entering text with word prediction on page 58.
- Just swipe right to access the numeric and symbol keyboard. Or swipe left to switch between languages.
- The keys have secondary numbers, punctuation symbols, or other characters that you can quickly insert without having to switch to the numeric and symbol keyboard.

  For example, just press and hold a key on the first row to insert a number.

- Choose from a selection of smileys and insert one right from the keyboard.
- Show or hide navigational arrow keys on the keyboard. If you enable the arrow keys in Settings, they'll only appear on the portrait keyboard.

And since everyone has their own typing style, you can go to Settings to calibrate the keyboard so it learns how you type.

Entering text

The onscreen keyboard becomes available when you tap a text field in an app. Enter letters and numbers, change the keyboard layout or language, and more.

Tap the keys on the onscreen keyboard to enter letters and numbers, as well as punctuation marks and symbols.

- Tap ⬆ to enter an uppercase letter. Tap twice to turn on caps lock.
- Press and hold keys with gray characters at the top to enter numbers, symbols, or accented letters. Some keys have multiple characters or accents associated with them.
- Swipe right to show number and symbol keys. To return to the main keyboard, swipe left.
- Press < to close the onscreen keyboard.

To open the keyboard settings, press and hold the comma key. Or go to **Settings** > **Language & keyboard** > **HTC Sense Input**.

Selecting a keyboard layout

Choose a keyboard layout that suits your typing style.

1. Go to Settings, and then tap **Language & keyboard**.
2. Tap **HTC Sense Input** > **Keyboard selection**.
3. Tap **Keyboard types**, and then select the keyboard layout that you want to use.

Choosing and switching between keyboard languages

If multiple keyboard languages are available on HTC One, you can choose which languages to enable in the onscreen keyboard.

1. Go to Settings, and then tap **Language & keyboard**.
2. Tap **HTC Sense Input**.
3. Tap **Keyboard selection**, and then choose the languages you want.

To change the keyboard language, do any of the following:

- Swipe left on the onscreen keyboard (not available if you're using trace keyboard).
- Tap the language key (for example, EN) until you see the language you want to use.
- Press and hold the language key, and then drag your finger to the keyboard language you want to use.

Entering text with word prediction

Word prediction is enabled by default, and word suggestions are displayed as you type.

Tap XT9 ABC to switch between Multitap and XT9® predictive modes when using the Phone keyboard layout.

To enter text in word prediction mode, do any of the following:

- Tap the space bar to insert a highlighted word in the suggestion list.
- Tap a word from the suggestion list.
- Tap the arrow next to the suggestion list to see more choices.

You can also see suggestions for the next word after you've entered text. To enable this option, go to **Settings** > **Language & keyboard** > **HTC Sense Input**. Tap **Advanced**, and then select **Next word prediction**.

Setting a second language for word prediction

You can set the word prediction to be bilingual. As you type, you'll get word suggestions in the languages that you've selected.

> Bilingual prediction is available only when you're using a Latin-based keyboard.

1. Go to Settings, and then tap **Language & keyboard**.
2. Tap **HTC Sense Input** > **Keyboard selection** > **Bilingual prediction**, and then choose the language you want.

Adding words and phrases to the word prediction dictionary

Add frequently-used names, acronyms, and even phrases to the word prediction dictionary to easily find them in the suggestion list.

Type even faster when you create text shortcuts to words and phrases. Instead of typing "`Talk to you later`", save a few keystrokes by adding the ttyl shortcut. In your message or email, just type "`ttyl`", and then tap the spacebar to enter the complete phrase.

1. Go to Settings, and then tap **Language & keyboard**.
2. Tap **HTC Sense Input**.
3. Tap **Personal dictionary** > **+**.
4. Enter a word or phrase, and then enter its text shortcut. Be sure to remember this shortcut, including the uppercase and lowercase letters you've typed.

5. Tap **OK**.

While you're entering text using the Standard keyboard layout, tapping a suggested word that's not in the dictionary (usually the first word shown in the suggestion list) automatically stores it.

Editing or deleting words and phrases in the word prediction dictionary

1. Go to Settings, and then tap **Language & keyboard**.
2. Tap **HTC Sense Input**.
3. Tap **Personal dictionary**.
   - To edit a word, phrase, or shortcut, tap the item in the list.
   - To delete items from the dictionary, tap ⋮ > **Delete**. Select the words you want to remove, and then tap **Delete**.

Using the Trace keyboard

Instead of tapping the keys on the onscreen keyboard, you can "trace" to type words.

You need to turn on the Trace keyboard in **Settings** > **Language & keyboard** > **HTC Sense Input**.

1. Slide your finger from one letter to the next to enter a word.
2. Lift your finger when the word is completed. The suggestion list will show possible matches.

3. You can:

    - Tap the space bar to insert a highlighted word.
    - Tap a word from the suggestion list.
    - Tap the arrow next to the suggestion list to see more choices.

Entering text by speaking

No time to type? Try speaking the words to enter them.

1. Tap an area where you want to enter text.
2. On the onscreen keyboard, press and hold .
3. When you see the microphone image, speak out the words you want to type.

To set the voice input language, tap the language bar above the microphone image. You can choose one or more languages. Available languages depend on the voice input languages supported by Google.

4. If a word doesn't match what you've spoken and it's underlined, tap the underlined word to delete it or to see more choices.
5. Enter punctuation marks by saying the name (for example, say "comma").

Battery

Checking battery usage

See a ranking list of apps that are using the battery. You can also see how much and how long the battery has been used for each app.

1. Go to Settings, and then tap **Power**.
2. Tap **Usage**, and then tap an app to check how it's using the battery. You'll see how much battery power is used by resources such as the CPU for the app and other use details.

- If you see buttons while viewing an app's battery use details, you can tap them to adjust settings that affect battery usage, stop the app, and more.
- Want to check the battery percentage right on the status bar? In Power settings, select **Show battery level**.

Checking battery history

Check how long you've been using HTC One since the last charge. You can also see a chart that shows how long the screen has been on, and how long you've been using connections like the mobile network or Wi-Fi.

1. Go to Settings, and then tap **Power**.
2. Tap **History**.

3. If you've used HTC One for a long time since the last charge, swipe left or right to scale the graph that details battery usage over time.

   You can also spread your fingers or pinch to scale the graph.

Getting the battery to last longer

How long the battery can last before it needs recharging depends on how you use HTC One. HTC One power management helps to increase battery life.

In times when you need to extend the battery life more, try out some of these tips:

Check your battery usage

Monitoring your battery usage helps you identify what's using the most power so you can choose what to do about it. For details, see Checking battery usage on page 62.

Manage your connections

- Turn off wireless connections you're not using.

  To turn on or off connections such as mobile data, Wi-Fi, or Bluetooth, go to Settings and tap their **On/Off** switches.

- Turn GPS on only when a precise location is needed.

  To prevent some apps from using GPS in the background, keep the **GPS satellites** setting off. Turn it on only when you need your precise location while using navigation or location-based apps. Go to Settings and tap **Location** to turn this setting on or off. For more information on location services, see Turning location services on or off on page 211.

- If the **Sleep mode** option in **Settings > Power** is enabled, at low peak times, your phone will turn off the data connection after the screen has been off for 15 minutes and there's no network activity (no downloads, streaming, or data usage). The data connection resumes when you switch the screen back on.

Manage your display

Lowering the brightness, letting the display sleep when not in use, and keeping it simple helps save battery power.

- Use automatic brightness (the default), or manually lower the brightness.
- Set the screen timeout to a shorter time.
- Don't use a live wallpaper for your Home screen. Animation effects are nice to show off to other people but they drain your battery.

  Changing your wallpaper to a plain, black background can also help a little. The less color is displayed, the less battery is used.
- Set the web browser to auto dim the screen while webpages load. Open the Internet app, and then tap ⋮ > **Settings** > **Accessibility** > **Dim screen during page loading**.

For more details, see Settings and security on page 272 and Personalizing on page 94.

Manage your apps

- Install the latest software and application updates. Updates sometimes include battery performance improvements.

- Uninstall or disable apps that you never use.

  Many apps run processes or sync data in the background even when you're not using them. If there are apps that you don't need anymore, uninstall them.

  If an app came preloaded and can't be uninstalled, disabling the app can still prevent it from continuously running or syncing data. In Settings > Apps, swipe to the All tab, tap the app, and then tap Disable.

Limit background data and sync

Background data and sync can use a lot of battery power if you have many apps syncing data in the background. It's recommended not to let apps sync data too often. Determine which apps can be set with longer sync times, or sync manually.

- In Settings, tap Accounts & sync and check what types of data are being synced in your online accounts. When the battery is starting to run low, temporarily disable syncing some data.
- If you have many email accounts, consider prolonging the sync time of some accounts.

  In the Mail app, select an account, tap ⋮ > Settings > Sync, Send & Receive, and then adjust the settings under Sync schedule.
- When you're not traveling from one place to another, sync weather updates of only your current location, rather than in all of your named cities. Open the Weather app, and then tap ⋮ > Edit to remove unneeded cities.
- Choose widgets wisely.

  Some widgets constantly sync data. Consider removing the ones that are not important from your Home screen.

- In Play Store, tap ⋮ > **Settings**, and then clear **Auto-add widgets** to avoid automatically adding Home screen widgets whenever you've installed new apps. Also tap **Auto-update apps** > **Do not auto-update apps** if you're fine with updating apps from Play Store manually.

Other tips

To squeeze in a little bit more battery power, try these tips:

- Tone down the ringtone and media volume.
- Minimize the use of vibration or sound feedback. In Settings, tap **Sound** and choose which ones you don't need and can disable.
- Check your apps' settings as you may find more options to optimize the battery.

Camera and Gallery

Camera

Camera basics

Take great photos and videos with the camera, and make them more memorable by applying a variety of effects and scenes.

Open the Camera app to capture that perfect moment. While waiting to take your next photo, switch HTC One to Sleep mode. When you're ready to take more photos and videos, just press POWER again to use the camera.

Use the controls on the Viewfinder screen to add effects, zoom in or out, and more.

Zooming

- Before taking a photo or video, slide your finger on the zoom bar to zoom in or out.
- Pinch or spread your fingers on the screen to zoom in or out.
- When you're recording video, the zoom bar is always onscreen. You can freely zoom in or out while recording.

Switching between the front and main camera

On the Viewfinder screen, do any of the following:

- Pull from the top or bottom edge in landscape view.
- Pull from the left or right edge in portrait view.
- Tap ⋮ and then tap the **Front/Main** switch.

Some camera features are not available when you’re using the front camera, such as zooming.

Choosing an effect

Use the available camera effects to make your photos look like they’ve been taken through special lenses or filters. You can also apply certain effects to videos.

1. Tap .
2. Scroll through the available effects and tap one that you like.

Effects marked with can only be applied to photos.

Setting the video resolution

1. On the Viewfinder screen, tap .
2. Under Settings, tap **Video Quality**, and then choose a video resolution.

Choosing a flash mode

Tap the flash icon to choose a flash mode.

When using Flash on or Auto flash mode, the camera intelligently sets the best flash brightness for your photo.

Taking a photo

1. Open the Camera app.
2. Just point the camera at what you want to capture. The camera adjusts the focus automatically as you move it.
3. When you're ready to take the photo, tap .

You can also tap anywhere on the screen to take a photo if you turned on **Touch to capture** in > **Shutter option**.

Recording video

1. Open the Camera app.
2. When you're ready to start recording, tap .
3. While recording, you can:
   - Freely zoom in or out.
   - Change focus to a different subject or area by just tapping it on the Viewfinder screen.
   - Tap the flash icon to turn the flash on or off.
4. To stop recording, tap .

Taking a photo while recording a video (VideoPic)

Make sure that you're in **Normal** scene to use this feature.

While you're recording video using the main camera, tap to capture a still shot of your subject.

Turning off auto focus

You can only turn off auto focus before you start recording with the main camera.

1. On the Viewfinder screen, tap .

2. Under Settings, tap **Lock focus in video**.

Taking continuous camera shots

Do you want to take photos of moving subjects? Whether it's your kid's football game or a car race, you can capture the action.

Make sure that you're in **Normal** scene to use this feature.

1. On the Viewfinder screen, just press and hold . The camera takes up to 20 consecutive shots of your subject.
2. After taking the shots, do any of the following:
   - To keep just one photo, select the photo that you like the most, and then tap **Best shot**.
   - To save the photos as a batch, press < .

To get creative with your photos, open and edit them in the Gallery app. Additional editing features are available for a batch of continuous shots, such as Sequence Shot, Always Smile, and Object Removal.

Camera scenes

A scene is a collection of settings to suit the lighting and environment. Use **Normal** and let the camera automatically determine optimal settings, or choose from a wide selection of scenes before you start taking photos.

Improving portrait shots

If you'd like your family or friends to look their best in your photos, make sure to use the portrait scene. It smoothens the skin in your shots.

1. On the Viewfinder screen, tap ⋮.
2. Under Photo capture mode, tap ▼ next to **Scene**, and then tap **Portrait**.
3. When you're ready to take the photo, tap 📷.

Taking a self portrait

No one around to take your photo?

1. Switch to the front camera by pulling the Viewfinder screen's top or bottom edge in landscape view.

In portrait view, you can pull from the left or right edge to switch to the front camera.

2. Tap anywhere on the screen to start the timer. The camera takes a photo after the countdown.

Using HDR

When shooting portraits against a bright background, use the HDR (High Dynamic Range) scene to capture your subjects clearly. HDR brings out the details of both the highlights and shadows, even in high contrast lighting.

1. On the Viewfinder screen, tap ⋮.
2. To take an HDR photo, under Photo capture mode, tap **HDR**, and then tap 📷.

HDR is also available when you're using the front camera.

HDR works best when your subject is steady. The camera takes multiple shots at different exposure levels and combines them into one enhanced photo.

3. To capture an HDR video, under Video capture mode, tap **Scene** > **Video HDR (Full HD)**, and then tap 📹.

Taking HTC Zoe photos

Don’t let the best moments just pass by. With HTC Zoe, record memories as a "living album" and capture a series of photos and a 3-second video at the same time. In the Gallery app, HTC Zoe photos appear as a video clip and a cover photo. You can also choose a photo from the series to edit or share.

Some camera features are not available when you’re using HTC Zoe, such as zooming.

1. On the Viewfinder screen, tap to switch HTC Zoe on.
2. When you're ready to capture, tap . When you see the shutter release icon slowly turn red , continue holding the phone steady as the camera captures a few seconds of shots.

To get creative with your photos, open and edit them in the Gallery app. Additional editing features are available for HTC Zoe photos, such as Sequence Shot, Always Smile, and Object Removal.

Taking a panoramic photo

Whether it's the Golden Gate Bridge or the Eiffel Tower, you can capture anything wide or tall in a single photo.

Some camera features are not available when you're in this mode, such as zooming.

1. On the Viewfinder screen, tap ⋮.
2. Under Photo capture mode, tap **Sweep panorama**.
3. When you're ready to take the shot, tap . Directional arrows appear, prompting you to pan left or right in landscape view (or pan up or down in portrait view).
4. Pan HTC One as smoothly as you can to automatically capture frames.

   You can also tap ⊗ to stop capturing anytime.

The camera stitches the frames into a single photo.

Recording videos in slow motion

Relive high speed action bit by bit and add a touch of suspense to your videos.

1. On the Viewfinder screen, tap ⋮.
2. Under Video capture mode, tap **Scene** > **Slow motion video**.
3. Frame your subject on the Viewfinder screen.

4. Tap to start recording.

Gallery

Viewing photos and videos in Gallery

Reminisce on good times. Gallery lets you view all the photos and videos on HTC One or online albums. You can view photos by event or location, trim videos, add photo frames and special effects, and more.

1. Open the Gallery app. You'll see tiles of photos arranged by event. The view is refreshed every time new photos or videos are shot or new images are added.

To browse photos by album or location or see your friends' photos on social networks, tap ▼ and choose how you want to view photos.

2. Browse to an album or a group of photos.
3. Tap a photo or video to view it in full screen. HTC Zoe photos appear as moving images when viewed in Gallery or in full screen mode.

When viewing HTC Zoe photos in full screen mode, a white dot on the progress bar indicates the moment when the shutter button was pressed to capture the HTC Zoe photo.

Viewing photos and videos by event

View photos and videos based on when and where they were taken.

1. Open the Gallery app.
2. Tap ▼ > **Events**. Photos and videos that you captured using HTC One are grouped by time and location.
3. Tap a tile to view all the photos and videos taken during a specific event.

Viewing photos by location

Using the Map view, you can view photos according to location.

> Only photos with geo-tag info appear on the map.

1. Open the Gallery app.
2. Tap ▼ > **Locations**.
3. Zoom out or pan across the map until a numerical location indicator appears. The number in the location indicator shows how many photos were taken in that area.
4. Tap the location indicator. The photos taken in the same area are displayed.

Want to know where you took a particular photo? While viewing the photo in full screen, tap anywhere on the screen, and then tap ⋮ > **Show on map**. (**Show on map** is available when you've enabled **Geo-tag photos** in Camera.)

Watching and trimming a video

You can capture a snapshot while watching a video, trim the video to remove unwanted scenes, and more.

1. In the Gallery app's Album or Events view, go to the video that you want to watch.
2. Tap the onscreen controls to play or pause the playback, adjust the volume, and more.

Tap ⋮ > **Select player** to share the video on your home network.

3. Tap 📷 to capture and save a still shot.
4. To trim the video, tap ⋮ > **Edit**.
5. Drag the two trim sliders to the part where you want the video to begin and end.
6. Tap ▶ to preview your trimmed video.
7. Tap **Save**.

The trimmed video is saved as a new file. The original video remains unedited.

Changing the video playback speed

Want to add a cinematic flair to your videos by slowing down particular scenes? You can vary the playback speed of selected sections of a slow motion video.

> You can only change the video playback speed of videos captured using the slow motion scene in the Camera app.

1. In the Gallery app's Album view, find the slow motion video you want to edit and tap ▶.
2. Tap to switch between normal and slow motion playback.
3. To adjust the playback speed of the video, tap ⋮ > Edit > Adjust playback speed.
4. Frame the sequence you want to slow down by moving the left and right sliders.
5. Choose how much to slow the sequence down.
6. Tap ▶ to watch the result.
7. Tap Save.

The edited video is saved as a new file. The original video remains unedited.

Viewing photo highlights

Easily see all your favorite photos in one place. Gallery automatically groups all your most viewed or shared photos (your highlights) in one album. You can also manually add photos to the folder.

- To view these favorite photos go to the Highlight album.
- To manually add a highlight, view the photo in full screen, tap the photo, and then tap ★.

Viewing the highlights of an event

Want to share the excitement of a wedding or party? Gallery automatically selects the highlights of an event and displays them in a highlight video that lasts about half a minute. The highlight video will include HTC Zoe photos, still photos, and video clips.

Your most viewed or most shared content from an event are the top highlights.

There are also background music themes that play with the show, and you can shuffle the content.

1. Open the Gallery app.
2. Tap ▼ > **Events**.
3. Tap a tile to see photos and videos taken at a certain event. You'll see a preview that displays the highlight video created from the event.
4. Tap the preview to view the highlight video in full screen.

5. While viewing the show in full screen, tap the screen to access the controls. You can:

   - Tap to change to another theme.
   - Tap to shuffle the highlights.
   - Tap > **Select content** to manually choose content to be included in the highlight video.
   - Tap > **Save** to create a video file of the highlights. The video will be saved in the Video Highlight folder.

Organizing your photos and videos

Showing or hiding albums

Have too many albums cluttering up Gallery? You can choose to show or hide albums.

1. Open the Gallery app.
2. Tap > **Albums**.
3. Tap > **Show/hide albums** and choose which albums you'd like to show or hide.

Copying or moving a photo or video to another album

1. Open the Gallery app.
2. Go to the album that has the photo or video you want to copy or move.
3. Press and hold the photo or video.

4. Choose whether to move or copy the photo or video and then select the destination album.

Renaming an album

If you have created albums to organize photos, you can rename these albums.

1. In the Gallery app's Albums view, press and hold the album that you want to rename.
2. Tap **Rename**.

Some albums, like Camera shots and All photos, cannot be renamed.

Working with event photos

Photos and videos that you captured using HTC One are grouped together in Events view according to the time and location they were taken. You can combine photos from two events. You can also move photos from an event into a new or existing event.

1. In the Gallery app's Events view, press and hold the event that you want to split or combine.
2. Do one of the following:
   - Tap **Merge to** and then select another event to combine the two events.
   - Tap **Split to** and then select the pictures or videos in the event you want to split to another event. Tap **Split** and then tap an existing event as the destination, or tap + to create a new event as the destination.

Viewing photos in your social networks

Right in the Gallery app, check what you and your friends have uploaded to your social networks or photo sharing sites.

Log on to your accounts and add them in Gallery before you start viewing online photos.

1. Open the Gallery app.
2. Tap ▼ > **Friends**.
3. Tap a social network account or photo sharing site.

In social networks, to comment on a photo, press and hold a photo thumbnail and then tap **Add comment**.

Adding an online service

1. In the Gallery app's Albums view, tap ⋮ > **Add online service**.
2. Tap the social network or photo sharing service that you want to add.

To remove a network or photo sharing service, on the Add online service screen tap the service name and then tap ⋮ > **Remove**.

Removing an account does not remove accounts and information from the online service itself.

Editing your photos

Make your pictures even better. Gallery has an array of editing tools that let you crop, rotate, apply and create photo effects, and much more to your photos.

1. Open the Gallery app.
2. Browse to the photo that you want to edit.
3. Tap the photo, and then tap **Edit**.
4. Do any of the following:
   - Tap **Effects** to apply a special effect filter to the photo.
   - Tap **Frames** to add a decorative frame to the photo.
   - Tap **Retouch** to make a portrait shot even better with red eye removal, skin smoothing, and more.
   - Tap **Transform** to rotate, crop, flip, or straighten the photo.
5. Tap ⋮ > **Save**.

Except for when applying rotation, edited photos are saved as copies of the original.

Adding custom photo effects

Are the existing photo effects not exactly what you are looking for? You can make your own photo effects in Gallery.

You can only add effects to photos that are stored locally.

1. Open the Gallery app.
2. Browse to the photo that you want to edit.
3. Tap the photo, and then tap **Edit**.
4. Tap **Effects**.
5. Press and hold the effect you want to customize and drag it to **Custom**.

You can also press and hold an effect and then drag it to a new location.

6. On the Custom Effects screen you can:
    - Make changes to the effect by adjusting filters such as exposure, saturation, white balance, and more.
    - Use the slider bars on selected filters to adjust the intensity of the effect.
    - Rearrange filters to modify the effect. Press and hold the filter you want to move. Then drag it to a new position.
    - Remove filters. Press and hold the filter you want to remove. Then drag it to **Remove**.

- Tap + to add more filters and create a more complex effect.

7. Tap **Done** to apply the effects to your photo.

To save your custom effects for future use, tap **Save Preset**.

Creating an action sequence shot

Hop, skip, or jump. Create a sequence shot to stitch a series of actions in one photo.

You can use this feature when editing HTC Zoe photos. This feature is only available for continuous shots that are saved as a batch.

1. Open the Gallery app.
2. Browse to the photo that you want to edit.
3. Tap the photo, and then tap **Edit** > **Retouch** > **Sequence Shot**. You'll see frames that you can combine in one photo.
4. Select the frames that you want to include in the sequence shot.
5. Tap **Done**.
6. Tap ⋮ > **Save**. The edited photo is saved as a copy. The original photo remains unedited.

Editing a group shot

Finding it difficult to choose a group shot with the most smiles and the fewest blinks? Retouch a group shot so everyone looks their best in the photo.

You can use this feature when editing HTC Zoe photos. This feature is only available for continuous shots that are saved as a batch.

1. Open the Gallery app.
2. Browse to the photo that you want to edit.
3. Tap the photo, and then tap **Edit** > **Retouch** > **Always Smile**. You'll see circles around any faces detected in the photo.
4. Select one face at a time and drag it sideways with your finger to select the expression you want.
5. After making your changes, tap **Done**.
6. Tap ⋮ > **Save**. The edited photo is saved as a copy. The original photo remains unedited.

Removing unwanted objects in a photo

Is there a pedestrian or a passing car that ruins your otherwise perfect shot of a famous landmark? Retouch the photo to remove unwanted people or objects.

You can use this feature when editing HTC Zoe photos. This feature is only available for continuous shots that are saved as a batch.

1. Open the Gallery app.
2. Browse to the photo that you want to edit.
3. Tap the photo, and then tap **Edit** > **Retouch** > **Object Removal**. You'll see frames around areas in the photo where objects have been automatically removed.

To capture a precise moment in an HTC Zoe photo, while viewing the HTC Zoe photo, drag the slider on the progress bar until you see the image you want. You can then remove unwanted objects.

4. To retain an object, tap ❌ on its image on the film strip.
5. After making your changes, tap **Done**.
6. Tap ⋮ > **Save**. The edited photo is saved as a copy. The original photo remains unedited.

Sending your photos and videos

Send photos and videos to your computer or to another device via email, MMS, or Bluetooth.

1. Open the Gallery app.
2. Go to the photo album or group of photos that you want to send.
3. Tap **Share** and then choose how you want to send the photos and videos.
4. Select the photos or videos you want to send and then tap **Next**.

You can send several photos, videos, or both in an email message. They are added as file attachments in your email.

5. If you selected an HTC Zoe photo, you can choose to send it as a still image or video.

   If you choose to send it as a still image, the cover photo (the shot that was captured when the shutter was pressed) will be sent.

6. Follow the onscreen instructions to finish sending your photos and videos.

From an HTC Zoe photo, you can also share a frame other than the cover photo. While viewing the HTC Zoe photo, tap it to display the playback controls. Drag the slider on the progress bar to the frame that you want, tap **Share**, and then choose how you want to send it.

Sharing your photos on social networks

Use the Gallery app to share photos straight to your social networks.

- Log in to your social network account before you upload photos or videos.
- Some social networks only allow you to upload photos.

1. Open the Gallery app.
2. Go to the photo album or group of photos that you want to share.
3. Tap **Share** and choose which social network you want to upload to.

Use HTC Share to provide your recipients with the total HTC Zoe experience, including a highlight video and a collage of your best photos.

4. Select the items you want to share and then tap **Next**.

If you selected an HTC Zoe photo, you can choose to share it as a still image or video.

If you choose to share it as a still image, the cover photo (the shot that was captured when the shutter was pressed) will be shared.

5. Follow the onscreen instructions to upload your photos and videos. You may be able to enter a caption, select the online album you want to upload to, select privacy options, and more.

From an HTC Zoe photo, you can also share a frame other than the cover photo. While viewing the HTC Zoe photo, tap it to display the playback

controls. Drag the slider on the progress bar to the frame that you want, tap **Share**, and then choose how you want to share it.

Sharing memories through HTC Share

It's easy to create a collage of your best photos and share them with friends and family with HTC Share.

- Build and share your collage quickly. Highlights of the event have been picked for you.
- Add still photos or even include a highlight video. You can also add HTC Zoe photos.
- Share through a URL link—no need for bulky attachments.

- You must have an HTC Account to share a collage using HTC Share.
- Friends and family don't need an HTC Account to view or download photos from your collage—anyone who has the URL link can view or download photos.

1. Open the Gallery app.
2. Tap ▼ > **Events**.
3. Tap a tile to see the photos taken at a certain event.
4. Tap > **HTC Share**. The highlights are ready to be uploaded.

5. Review your collage, and refine it:

    - Tap a photo to show options for replacing and more.
    - If available, tap + to select more content from the same album or event.

Worried about data charges? Tap ⋮ > **Settings** and choose **Wi-Fi connection**. When uploading, you will be prompted to use the Wi-Fi connection.

6. Fill in details, such as title and description.
7. Tap **Upload**, and wait for HTC One to finish uploading.
8. Under Share to, select how you want to share your collage.

A link is sent to friends and family or a status update appears on their social networks. For a period of time, they can:

- Tap or click the link to view the collage on a web browser.
- Tap or click a photo in the collage to see a bigger view or to see the download option.

Do not reproduce, distribute, or otherwise use copyrighted materials in connection with the Video Highlights feature unless you have secured the copyright owner’s permission first.

Managing collections in HTC Share

Want to share photos to more friends or delete those you have already uploaded to HTC Share?

1. On the screen that allows you to upload photos to HTC Share, tap ⋮ > **My HTC Shares**.
2. You can:

   - Send the collection to more recipients. Next to the collection's name, tap ⋯ > **Reshare**, and then select how you want to share your photos.
   - Delete collections. Tap ⋮ > **Delete** and then select the collections you want to remove from HTC Share.

Your collections are only available for a limited time. If you do not delete your photos during the allotted time, they are automatically removed from the server.

   - View how much storage is available for your account.

Personalizing

Making HTC One truly yours

Make HTC One look and sound just the way you want it. Personalize it with a different wallpaper and ringtone, and you can also choose notification sounds for events such as incoming text, email, and calendar reminders.

Changing your wallpaper

Pick your favorite photo as your Home wallpaper. Choose from the available wallpapers, or use any photo you've taken with the camera.

1. Go to Settings, and then tap **Personalize**.
2. Tap **Wallpaper**.
3. Tap one of the following:

HTC wallpapers	Choose a preset wallpaper, and then tap **Preview**.
Live wallpapers	Choose a preset animated wallpaper, and then tap **Preview**. If the animated wallpaper you chose can be customized, tap **Settings**.
Gallery	Choose an existing photo and crop it.

4. Tap **Done** or **Apply**.

Adding a widget to your Home screen

Widgets make at-a-glance important information and media content easily available. Choose from a selection of widgets and add the most useful ones to your Home screen.

1. Go to Settings, and then tap **Personalize**.
2. Tap **Customize home screen**.
3. Tap ▼ > **Widgets**. You can:
   - Swipe to browse through the widgets.
   - Tap 🔍 to search for specific widgets.

Some widgets are available in different styles and sizes.

4. Press and hold and then drag a widget to a home screen thumbnail where you want to add it.

You can also add widgets that allow you to quickly switch on or off certain settings such as Wi-Fi and Bluetooth.

Changing the settings of a widget

You can modify basic settings of some widgets (for example, the People widget) from the Home screen.

1. Press and hold a widget on your Home screen, and then drag it to ⚙.

   The relevant screen where you can change some settings for this widget then opens.

2. Customize the widget settings.

Resizing a widget

Some widgets can be resized after you've added them to your Home screen.

1. Press and hold a widget on the Home screen, and then release your finger. If a border appears, that means the widget is resizable.
2. Drag the sides of the border to enlarge or shrink the widget size.

Adding apps and other shortcuts on your Home screen

Place apps you often use on your Home screen. You can also add shortcuts to frequently used settings, bookmarked webpages, and more.

1. Go to Settings, and then tap **Personalize**.
2. Tap **Customize home screen**.
3. Tap ▼ > **Apps** or **Shortcuts**. You can:
   - Swipe to browse through the apps or shortcuts.
   - Tap 🔍 to search for specific apps or shortcuts.
4. Press and hold and then drag an app or a shortcut to a home screen thumbnail where you want to add it.

To add an app from the All apps view, press and hold an app and drag it to . Drop the app on an empty space in the Home screen.

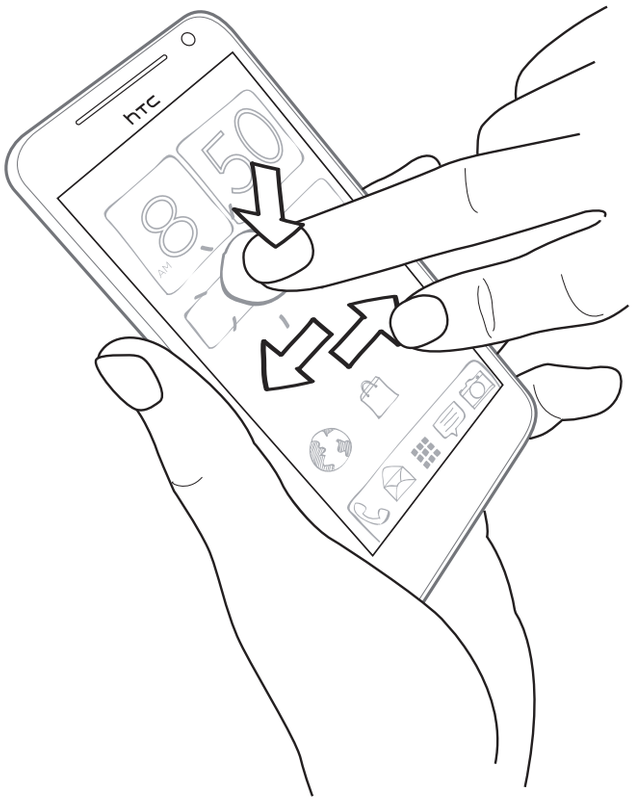
Rearranging or removing widgets and icons on your Home screen

Moving a widget or icon

You can easily move a widget or icon from one Home screen panel to another.

1. Press and hold the widget or icon with one finger.

2. With another finger, flick left or right to rotate the screen to another Home screen panel.



3. Release the widget or icon.
4. To move the widget or icon to another position on the panel, just press and hold and then drag it.

Removing a widget or icon

1. Press and hold the widget or icon you want to remove, and then drag it to ✕.
2. When the widget or icon turns red, lift your finger.

Personalizing the launch bar

The launch bar gives you one-touch access to commonly used apps. You can replace the apps on the launch bar with other apps you often use.

1. Press and hold the app you want to replace, and then drag it out to ✕.

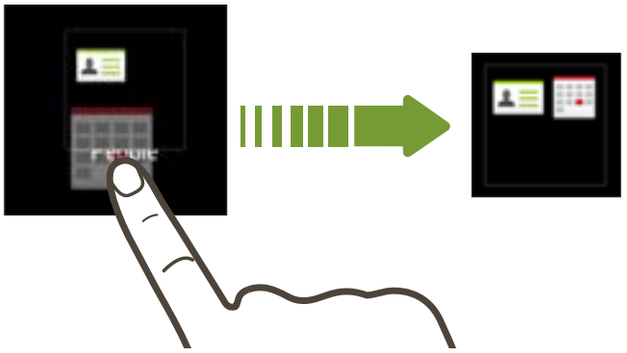
2. Press and hold an app, and then drag it to the empty slot on the launch bar.

- You can also group apps on the launch bar into a folder.
- The apps or shortcuts you see on the lock screen are the same as the ones on the launch bar.

Grouping apps into a folder

Use folders to group apps on the launch bar or on your Home screen to free up space so you can add more apps.

1. Press and hold an app, and then drag it over to another app to automatically create a folder.



2. Tap the folder to open it.
3. Tap +.
4. Select one or more apps that you want to add to the folder.
5. Tap **Done**.

- You can also add shortcuts to settings or information. Add a shortcut first to the Home screen, and then drag it over to the folder.
- You can also group apps into a folder in the All Apps view. Tap ▼ > **Custom**. Press and hold an app and drag it to another app. Do the same for more apps that you want to group into the folder.

Renaming a folder

1. Tap the folder to open it.
2. Tap the folder window's title bar.
3. Enter a new folder name.
4. Tap outside the folder to close it.

Removing items from a folder

1. Tap the folder to open it.
2. Press and hold an app, and then drag it out to ✕ to remove.

To remove an app in the All Apps view, press and hold the app and drag it out of the folder.

If there's only one item left in the folder, the folder ungroups the last item and removes itself automatically.

Adding a Home screen panel

Add a Home screen if you have more widgets, apps, and shortcuts that you want to access right away.

1. Go to Settings, and then tap **Personalize**.
2. Tap **Customize home screen**.
3. Tap **Add panel**. A new Home screen appears. You can start adding widgets, apps, and shortcuts.

To remove a panel, press and hold and then drag it to ✕.

Changing your ringtone, notifications, and sounds

1. Go to Settings, and then tap **Personalize**.
2. Under Sound, change the ringtone, notification sound, and alarm.

   Go to the Messages, Mail, Calendar, and Tasks apps to choose sounds for new messages, email, calendar, and task reminders respectively.

Want alarms to ring louder but notifications to be more discreet? In Settings, tap **Sound** > **Volumes** and set the volume levels for each sound type.

Rearranging application tabs

You can add to or rearrange the tabs in some apps to make it easy to get to the most important information.

1. Open an app that has tabs.
2. Press and hold a tab until a screen for rearranging tabs appears.
3. You can:

   - Select the tabs you want to add.
   - Change the order of the tabs. Press and hold ☰ next to a tab, and then drag to the new position.

4. Tap **Done**.

Customizing the lock screen style

Choose from our selection of lock screens. Some lock screens are customizable.

1. Go to Settings, and then tap **Personalize**.
2. Tap **Lock screen style**.
3. Swipe to choose a lock screen style.
4. Tap the lock screen style to see a preview. If you want to further customize it, tap **Settings**.
5. Tap **Apply**.

Hiding missed calls and messages on the lock screen

You'll see missed calls and messages on the lock screen. Want these hidden instead?

1. Go to Settings, and then tap **Security**.
2. Clear the **Phone notification preview** and **Message notification preview** options.

Setting up a face unlock on your phone

Set up face unlock if you want to unlock HTC One using the front camera.

1. Go to Settings, and then tap **Security**.
2. Tap **Screen lock** > **Face Unlock**.

3. Tap **Set it up** and follow the onscreen instructions.
4. Choose a backup unlock method to use in case the phone doesn't recognize you.
5. Tap **Lock phone after**, and then specify the idle time before the screen is locked.

To help make face unlock more reliable and more secure, you can:

- Tap **Improve face matching** to train HTC One to recognize your face in different situations, such as when you're wearing glasses or sporting a beard.
- Select the **Liveness check** option and you will be asked to blink to unlock the screen.

Phone calls

Making a call with Smart dial

You can either dial a number directly, or use Smart dial to quickly place a call. Smart dial searches and calls a stored/synced contact or a number from your call history.

1. Open the Phone app.
2. Enter the phone number or first few letters of the contact's name to see the top matching contact.

If there is more than one match, you'll be told how many matches. For example, tap "8 MATCHES" to see all 8 matches.

3. Tap the contact you want to call.

- To check other phone numbers associated with the contact, tap beside the contact name.
- If the phone number has an extension, tap after connecting to the main line and then dial the extension number.

4. To hang up, tap **End Call**.

Changing the Phone dialer layout

Switch between the Smart dial keypad to find contacts with just a few taps and a full screen keypad that gives you more room to enter phone numbers.

1. Open the Phone app.
2. Tap ⋮ > **Full screen keypad** or **Smart dial keypad**.

Dialing an extension number

To skip voice prompts when dialing an extension number, do one of the following:

- After dialing the main number, press and hold * . The letter `p` is added to the number you are dialing. Enter the extension number, and then tap **Call**. You will be connected to the mainline and then to the extension number.
- After dialing the main number, press and hold **#**. The letter `w` is added to the number you are dialing. Enter the extension number, and then tap **Call**. After connecting to the main line, tap **Send** to dial the extension number.

You can save phone numbers with an extension in the People app.

Returning a missed call

You'll see the missed call icon in the status bar when you miss a call.

1. Slide the Notifications panel open to check who the caller is.
2. To return the call, spread your two fingers on the missed call notification to expand it, and then tap **Call back**.

If you have multiple missed calls, tap the missed calls notification to open the Call History tab.

Using Speed dial

Use Speed dial to call a phone number with a single tap. For example, if you assign a contact's number to the number 2 key, you can just press and hold 2 to dial the number.

The number 1 key is reserved for your voicemail. Press and hold this key to call voicemail and retrieve your voicemail messages.

Assigning a speed dial key

1. Open the Phone app.
2. Tap ⋮ > **Speed dial** > +.

You can also press and hold an unassigned key on the dialpad, and then tap **Yes**.

3. Select a contact from the list.
4. On the Speed dial screen, choose the phone number of the contact to use, and a speed dial key to assign.
5. Tap **Save**.

Calling a phone number in a text message

1. Tap the phone number within the message.
2. Tap **Call**.

To call the message sender, tap the received message, and then tap **Call** on the options menu.

Calling a phone number in an email

1. Tap the phone number in the email body.
2. Tap **Call**.

Calling a phone number in a Calendar event

1. Open an event in Calendar.
2. On the Event details screen, tap the phone number.
3. Tap **Call**.

Making an emergency call

In some regions, you can make emergency calls from HTC One even if you don’t have a SIM card installed or your SIM card has been blocked.

If you don't have a network signal, you won't be able to make an emergency call.

1. Open the Phone app.
2. Dial the emergency number for your locale, and then tap **Call**.

If you've enabled but forgotten your lock password or lock pattern, you can still make emergency calls by tapping **Emergency call** on the screen.

Receiving calls

When you receive a phone call from a contact, the Incoming call screen appears.

HTC One will automatically adjust the ringtone volume when you use the polite ringer and pocket mode features.

Answering or rejecting a call

Do one of the following:

- If the display is on when you get a call, tap **Answer** or **Decline**.
- If the display is locked when you get a call, drag or upwards.

After declining a call, you can send a text message to the caller or create a task to remind you to return the call.

You can also press the POWER button twice to reject a call.

Muting the ringing sound without rejecting the call

Do one of the following:

- Press the VOLUME DOWN or VOLUME UP button.
- Press the POWER button.

- Place HTC One face down on a level surface.

If HTC One is already facing down, it will still ring when there are subsequent incoming calls.

Look who's calling

Every time you make a call or your friend gives you a ring, you get to see your friend's latest social network status update right on the call screen. You'll also see a birthday reminder if your friend's birthday (stored on your phone or online account) will happen in a few days.

Viewing a task reminder while on a call

Did you promise to babysit for a friend this weekend? If you associate a task with a due date to a contact, you'll see a task reminder on the call screen when you're on a call with that friend.

If the contact has a recent status update, you won't be able to see the task reminder.

What can I do during a call

When a call is in progress, use the buttons onscreen to mute or unmute the microphone or to turn the speakerphone on or off.

Turning the speakerphone on or off during a call

> To decrease potential damage to your hearing, do not hold HTC One to your ear when the speakerphone is on.

- On the call screen, tap . The speakerphone icon appears in the status bar.
- To turn the speakerphone off, tap .

Muting the microphone during a call

On the call screen, tap to toggle between turning the microphone on or off. When the microphone is turned off, the mute icon appears in the status bar.

Ending a call

Do one of the following to end the call:

- On the call screen, tap **End Call**.
- Slide the Notifications panel open, then tap .

If the phone number of the person who called is not in your contacts list, you can choose to save the number to your contacts list after you hang up.

Setting up a three-way call

Three-way calling with your friends, family, or co-workers is easy. Make the first call, and then dial another number to add it to the call.

1. Make a call to the first participant.
2. When connected, tap ⋮ > **Add call**, and then dial the number of the second participant. The first participant is put on hold when you dial the second participant.
3. When connected to the second participant, tap .

To end the call, tap **End call**.

Changing ringtone settings

Switching between silent, vibrate, and normal modes

Do one of the following:

- To change from silent to normal mode, press the VOLUME UP button.
- To change from vibrate to normal mode, press the VOLUME UP button twice.
- Go to Settings, and then tap **Sound** > **Sound profile**.

Lowering the ring volume automatically

HTC One has a quiet ring feature that automatically lowers the ring volume when you move it.

1. Go to Settings, and then tap **Sound**.
2. Select the **Quiet ring on pickup** option.

Making HTC One ring louder in your pocket or bag

To help avoid missing incoming calls when HTC One is in your pocket or bag, the pocket mode feature gradually increases the ring volume and vibrates when you receive a call.

1. Go to Settings, and then tap **Sound**.
2. Select the **Pocket mode** option.

Checking calls in the Call History

Use Call History to check missed calls, your dialed numbers, and received calls.

1. Open the Phone app.
2. Swipe to view the Call History tab.
3. Do one of the following:
   - Tap a name or number in the list to call.
   - Press and hold a name or number in the list to display the options menu.

- Tap ▼ to display just a particular type of call such as missed calls or outgoing calls.

Adding a new phone number to your contacts from Call History

1. On the Call History tab, tap +.
2. Choose whether to create a new contact or save the number to an existing contact.

Clearing the Call History list

On the Call History tab, do one of the following:

Remove one name or number	Press and hold the name or number, and then tap **Delete from call history**.
Clear the entire list	Tap ⋮ > **Remove call history**. On the Delete from call history screen, tap ⋮ > **Select all**, and then tap **Delete**.

Blocking a caller

When you block a phone number or a contact, all calls from the phone number or contact will be declined automatically.

On the Call History tab, press and hold the contact or phone number you want to block, and then tap **Block contact**.

You can always remove a caller from your blocked list. On the Call History tab, tap ⋮ > **Blocked contacts**. Press and hold a contact, and then tap **Unblock contacts**.

Global Ready

HTC One offers you reliable, consistent voice service at home and abroad.

Use one phone and one number for voice coverage in more than 205 countries. Get one bill for both domestic and international calls.

In order to get the full benefits of Global Phone service you must subscribe to a Global Phone calling plan. Go to verizonwireless.com/global for rates, countries, coverage limitations and features.

Voice and data roaming charges may apply. Data service plans sold separately.

Your Verizon Wireless SIM card

Use your Verizon Wireless SIM card to make and receive calls, text, and email messages and surf the Web while traveling outside of the U.S. in supported destinations.

Your SIM (Subscriber Identity Module) card stores your phone number and other important information. Do not bend or scratch your SIM card. Avoid exposing it to static electricity, water or dirt. If your SIM card is lost or damaged while in the U.S., please dial *611 from your Verizon Wireless device or 1-800-922-0204 from any phone to speak with a Customer Service Representative. From outside of the U.S., please refer to the Verizon Wireless Global Support Guide, welcome letter and calling card that came with your device. This will enable you to make calls toll free from landlines in most countries where we offer Global Phone service.

microSIM card

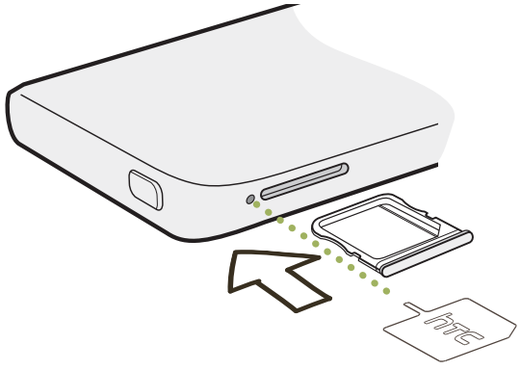
HTC One comes with a preinstalled 4G SIM card. The SIM card contains your phone number and service details.

Inserting the SIM card

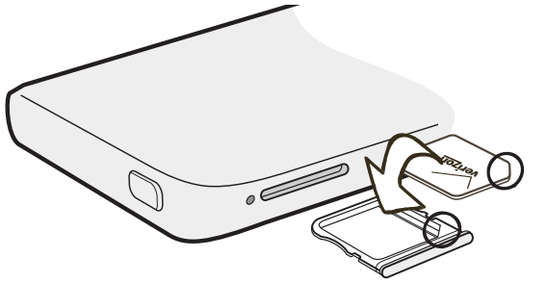
Use a standard microSIM only. Inserting other types (such as nanoSIM with an adapter or a modified SIM) may cause the card to not fit the tray properly or damage the card slot.

1. Hold the phone face up.

2. Insert the tip of the SIM eject tool into the small hole next to the SIM card tray slot.



3. Push the tip all the way into the hole until the SIM card tray ejects.
4. Pull the SIM card tray out, and place the SIM card (contacts facing down) into the tray.



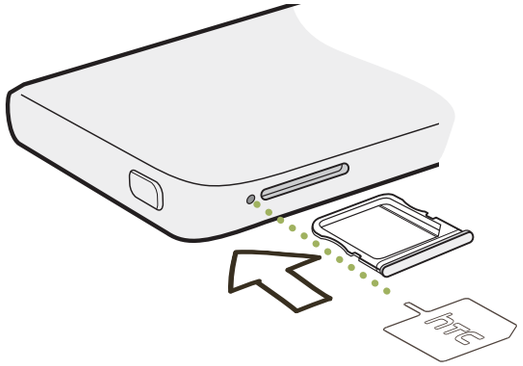
5. Insert the SIM card tray back into the slot.

Removing the SIM card

Make sure to switch off HTC One before removing your SIM card.

1. Hold the phone face up.

2. Insert the tip of the SIM eject tool into the small hole next to the SIM card tray slot.



3. Push the tip all the way into the hole until the SIM card tray ejects.
4. Pull the SIM card tray out, and remove the SIM card.

After removing the SIM card, make sure that you insert the empty SIM card tray back into the slot.

Using Assisted dialing

When you're on a trip abroad, it's easy to dial friends and family from home. Your home country code is automatically added when you make calls to your contacts while roaming.

1. Open the Phone app.
2. Enter the phone number or first few letters of the contact's name.
3. From the list, tap a contact to call.

   If you selected a contact whose phone number has a leading zero, HTC One will automatically prepend it with your home country code when dialing. If there's already a plus (+) sign and country code before the phone number, HTC One will just dial as is.

HTC One dials as is and does not prepend your home country code when you call phone numbers that are not stored in HTC One. When manually entering a phone number to call, you need to enter a plus (+) sign and country code before the number.

Editing a country's international call settings

1. Go to Settings, and then tap **Call**.
2. Tap **Assisted Dialing**.
3. Under Reference Country, select the country whose settings you want to edit.
4. Tap ⋮ > **Edit**.
5. Edit the **Country Code**, **IDD Prefix** (International Direct Dial), **NDD Prefix** (National Direct Dial), **Area/City Code** and **National Number Length** (length of phone number).
6. Tap **Save**.
7. Tap **Done**.

Resetting the reference country to default

1. Go to Settings, and then tap **Call**.
2. Tap **Assisted Dialing**.
3. Under Reference Country, select the country whose settings you want to set to default values.

4. Tap ⋮ > **Set Default**.
5. Tap **Done**.

Turning off Assisted dialing

1. Go to Settings, and then tap **Call**.
2. Tap **Assisted Dialing**.
3. Clear the Enable Assisted Dialing check button.
4. Tap **Done**.

Changing the HTC One network connection

HTC One is set to Global mode and connects to the appropriate network (CDMA or GSM) in your location. In countries where both CDMA and GSM networks are present, you can select which network to use.

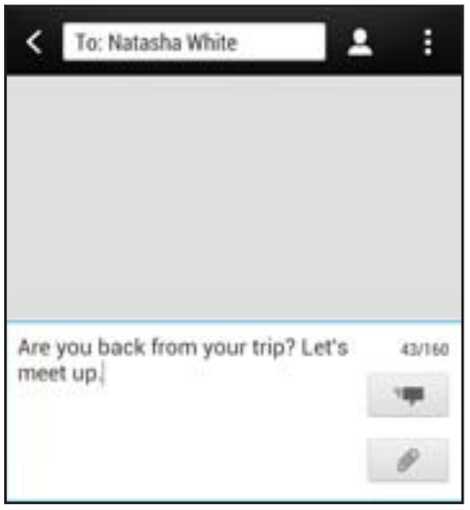
Voice and data roaming charges may apply.

1. Go to Settings, and then tap **Call**.
2. Tap **Preferred Network**, and then select the phone network you want to use.

Messages

Sending a text message (SMS)

1. Open the Messages app.
2. Tap +.
3. Enter a contact name or mobile number in the **To** field.
4. Tap the box that says **Add text**, and then enter your message.



5. Tap , or press < to save the message as a draft.

- There is a limit on the number of characters for a single text message (displayed above). If you exceed the limit, your text message will be delivered as one but will be billed as more than one message.
- Your text message automatically becomes a multimedia message if you enter an email address as the recipient, add a message subject, attach an item, or compose a very long message.

Sending a multimedia message (MMS)

1. Open the Messages app.
2. Tap +.
3. Enter a contact name, mobile number, or email address in the **To** field.
4. To add a subject line, tap ⋮ > **Add subject**.
5. Tap the box that says **Add text**, and then enter your message.
6. Tap , and then choose an attachment type.
7. Select or browse for the item to attach.
8. After adding an attachment, tap ▪▪▪ to see options for replacing, viewing or removing your attachment.
9. Tap , or press < to save the message as a draft.

Depending on the resolution of your photo or video attachments, they may be displayed as cropped thumbnails in your multimedia message.

Creating a slideshow

1. After you've added either a photo, video, or audio in the multimedia message you're composing, tap > **Slide**.
2. Choose where you want to insert the next slide.
3. Right after adding a slide, do one of the following:
   - Tap , and then choose to add a photo or a video.
   - Tap > **Audio** to add music or a voice recording to a slide.
   - Tap **Add text**, and then enter your caption.
   - Tap to see options for replacing, viewing, or removing your attachment.
4. Tap > **Preview**. Tap once on the preview screen to see playback controls.
5. When finished, tap , or press to save the message as a draft.

Can't find your contacts' email addresses in Messages?

1. If only phone numbers are showing up when you're entering a contact name, tap .
2. Tap > **Show Email**.

To always show email addresses, tap on the Messages screen, and then tap **Settings** > **General** > **Show email address**.

Sending a group message

Group messaging makes it easy to send a message to multiple contacts all at once. You can choose to send a group SMS or group MMS.

The text or MMS message you send for each recipient will count towards your monthly message allowance. For example, if you send a group text message to five contacts, five text messages will be deducted from your monthly message allowance.

1. Open the Messages app.
2. Tap .

3. Tap , and then select multiple recipients.
4. Tap **OK** on the Group Messaging dialog box.
5. Tap the button below the To field, and then select how you want to send the group message.

Individual Messages	Your message will be sent to the recipients as individual text message. Your recipients will not see anyone on the list and can reply only to you.
Group Conversations	Similar to a group chat, sending a group MMS lets your recipients join the conversation you've started. HTC One also organizes message replies in a single conversation thread. If this is your first time to send a group MMS, you may need to enter your mobile phone number.

6. Tap the box that says **Add text**, then enter your message.
7. Tap .

Top questions on group MMS

Why can't my recipients see or join the group MMS I sent to them?

Check whether your recipients have enabled Group messaging on their mobile devices. Some devices or mobile operators may not support this feature.

How do I receive or block group MMS?

In Messages settings, tap **Multimedia messages (MMS)**, and then select or clear the **Group Conversations** option.

Resuming a draft message

Open a draft message right from the All messages screen, edit the message, and then tap .

To see all draft messages in one place, tap ⋮ on the All messages screen, and then tap **Drafts**.

Replying to a message

1. On the All messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap the box that says **Add text**, and then enter your message.
3. Tap .

Replying to a contact's other phone number

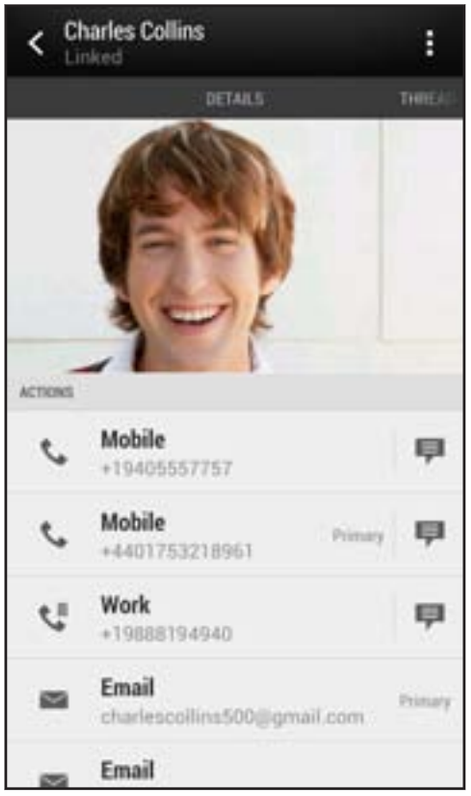
When a contact has multiple phone numbers stored on HTC One, you can select which phone number to reply to.

Keep in mind that your response will be sent to the phone number of the latest message you've received from this contact.

1. On the All messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap ▼ > **Open contact**.

If you have previously received or sent a message to the contact's other phone number, tap ▼ and select which phone number you want to reply to.

3. On the Details tab, tap next to the phone number you want to reply to.



4. Tap the box that says **Add text**, then enter your reply message.
5. Tap .

Saving a text message in the Tasks app

Save a text message in your Tasks list so you can remind yourself when to reply.

1. On the All messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.

2. Tap the message you want to save, and then tap **Save as task**.
3. Enter other details or change the task title.
4. Tap **Save**.

Forwarding a message

1. On the All messages screen, tap a contact (or phone number) to view the exchange of messages with that contact.
2. Tap a message, and then tap **Forward**.
3. In the **To** field, fill in one or more recipients.
4. Tap .

Viewing and saving an attachment from a multimedia message

- If there's a media attachment such as a photo or video in a received message, tap it to view the content.
- To save the attachment, tap the multimedia message, and then choose to save from the options menu.
- If the attachment is a contact (vCard), tap it to view the contact information, then tap **Save** to add to your contacts.
- If the attachment is an appointment or event (vCalendar), tap it to choose the calendar where to save it, and then tap **Import**.

If you are concerned about the size of your data downloads, you can choose to check the size and subject first before you download a multimedia message. On the Messages screen, tap ⋮ > **Settings** > **Multimedia messages (MMS)**. Clear the **Auto-retrieve** option.

WAP push messages

WAP push messages contain a web link. Often, the link will be to download a file that you have requested from a service provider. Open only links from sources that you trust.

When you receive a WAP push message, a notification icon is displayed in the status bar.

Opening and reading a new WAP push message

1. Open the Notifications panel, and then tap the push message notification.
2. Tap **Visit website**.

Viewing all your WAP push messages

1. Open the Messages app.
2. Tap ⋮ > **Push messages**.

You can only see this option if you've previously received WAP push messages.

Copying a text message to your SIM card

1. On the All messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap the message, and then tap **Copy to SIM**. A SIM card icon is displayed.

Deleting messages and conversations

On the All messages screen, do any of the following:

Delete a message	Open the conversation thread with a contact, tap the message, and then tap **Delete message**. To delete multiple messages within a conversation, tap ⋮ > **Delete messages** > **Delete by selection**, and then select the messages to delete.
Delete a conversation	Press and hold a contact (or phone number), and then tap **Delete**. To delete multiple conversations, on the All messages screen, tap ⋮ > **Delete threads**, and then select the conversations to delete.

In the Messages settings, tap **General** > **Delete old messages** to auto delete old messages.

How do I protect a message from being deleted?

You can lock a message so that it will not be deleted even if you delete the other messages in the conversation.

1. On the All messages screen, tap a contact (or phone number) to display the exchange of messages with that contact.
2. Tap the message that you want to lock.
3. Tap **Lock message** on the options menu. A lock icon is displayed.

Search and web browser

Searching HTC One and the Web

You can search for information on HTC One and on the Web. Start your search by entering a keyword or by using Google Voice Search™.

Some apps, such as People or Mail, have their own search function, which you can use to search only within those apps.

Performing searches on the Web and HTC One

1. Open the Google app. Or swipe up from the ⌂ button.

If you've already set up a Google account on HTC One, you will be given the option to sign in to Google Now™. See Getting instant information with Google Now on page 136.

2. In the search box, enter what you want to search for. As you type, matching items on HTC One and suggestions from Google web search are shown.

To search for the information exclusively on HTC One, swipe your finger up the screen, and then tap **Search phone**.

3. If what you're searching for is in the list of suggestions, tap the item to open it in its compatible app.

Searching the Web with your voice

Use Google Voice Search to find information on the Web by speaking to HTC One.

1. Open the Google app. Or swipe up from the ⌂ button.
2. Tap 🎤, and then say what you want to search for. After speaking, matching items from Google web search are shown.
3. If what you're searching for is in the list, tap the item to open it in its compatible app. Otherwise, tap 🎤 to search again.

Setting search options

1. Open the Google app. Or swipe up from the ⌂ button.
2. Do one of the following:
   - Press < to hide the onscreen keyboard.
   - Scroll to the bottom.
3. Tap ⋮ > **Settings** to set the following options:
   - **Voice**. Set the Google Voice Search language, speech output, and more.
   - **Phone search**. Select which apps on HTC One are included when doing a search.
   - **Privacy & accounts**. Manage your location history, enable recent web searches to show, or clear your search history.

You can also access the settings when viewing the search results. Pull down the screen to show the hidden menu button, and then tap ⋮ > Settings.

Getting instant information with Google Now

Do you want to know the weather or your morning commute time before you start your day? Google Now delivers quick and up-to-date information that matters to you—all without the search.

Depending on your location, time of day, and previous Google searches, Google Now displays information cards that include:

- The day's weather and the weather forecast for upcoming days.
- The traffic conditions on your way to work or your commute back home.
- The directions and travel time to your next appointment.
- The next train or bus arriving at your platform or bus stop.
- Your favorite team's score and stats while you enjoy the game.

Setting up Google Now

Before setting up Google Now:

- Make sure that you're signed in to your Google account.
- Turn location services on and make sure that you have an Internet connection. For more information on location services, see Turning location services on or off on page 211.

1. Open the Google app. Or swipe up from the ⌂ button.
2. The subsequent screens show examples of Google Now information cards. Tap **Next** until you reach the **Get Google Now!** screen.
3. Tap **Yes, I'm in**. Google Now information cards will start to appear on the Google search screen.
4. To see all available information cards, tap **Show more cards**.

More information cards will appear on the Google search screen as you use HTC One to search the Web, create appointments, and more.

Changing card settings

You can easily customize the settings of Google Now cards to suit your information needs. For example, you can change your home and work addresses in the Traffic card or choose which time of the day the Weather card appears. You can also keep a card from appearing on the Google search screen.

1. Open the Google app. Or swipe up from the ⌂ button.
2. Scroll to the bottom of the screen, and then tap ⋮ > **Settings** > **Google Now**.
3. Tap the information card you want to customize.
4. Tap a card setting, and then change it to your preference.

To hide the card, tap the **On/Off** switch next to the card name.

5. Press < to save your changes and return to the previous screen.

Refreshing Google Now

Refresh Google Now to update the information cards or show relevant cards for information that you've just added on HTC One, like an upcoming event in Calendar.

1. Open the Google app. Or swipe up from the ⌂ button.
2. Scroll to the bottom of the screen, and then tap ⋮ > **Refresh**.

Turning off Google Now

1. Open the Google app. Or swipe up from the ⌂ button.
2. Scroll to the bottom of the screen, and then tap ⋮ > **Settings** > **Google Now**.
3. Tap the **On/Off** switch next to Google Now.
4. Tap **Turn off**.

Browsing the Web

1. Open the Internet app.
2. Tap the URL box on top of the screen.

If the webpage is in fullscreen mode, flick the screen down to show the URL box and other options.

3. Enter the webpage address or your search keywords.
4. On the webpage, you can:
   - Tap a link to open it, or press and hold a link to see more options.
   - Tap an email address to send a message to the email address.
   - Press and hold an image to save, copy, or set it as your wallpaper.
5. To return to the previous webpage you've viewed, tap ⋮, and then tap ❮ or ❯.

Switching to Read mode

Want to read a Web article without distractions? Read mode removes menus, banners, and backgrounds from a webpage.

Read mode may not be available on certain webpages.

While viewing a webpage, tap before the URL address. The browser remains in Read mode even when you browse other pages on the same website.

To turn Read mode off, tap .

Maximizing your browsing space

- To hide the status bar when browsing, tap > **Settings** > **General**, and then select **Fullscreen**.
- While browsing a webpage, tap > **Desktop View** to display the full desktop version of the webpage.

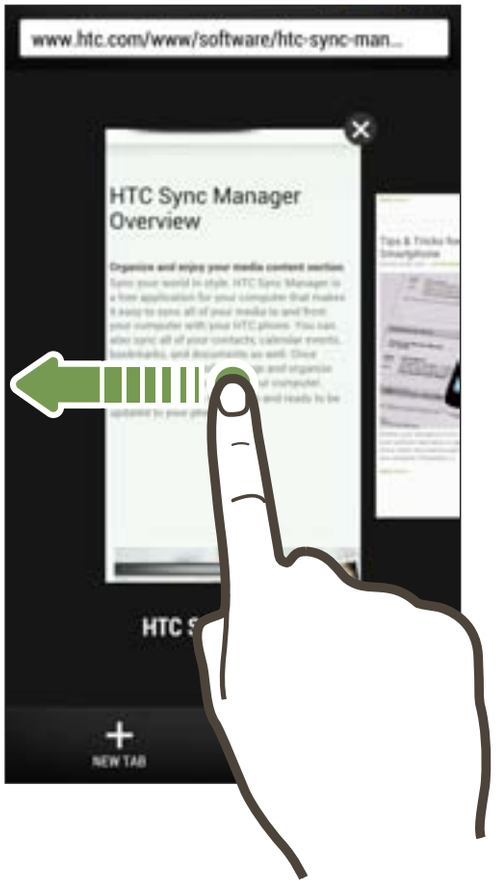
Using browser tabs

Open multiple browser tabs and quickly switch from one webpage to another.

Open the Internet app.

- To add a browser tab, tap > . Repeat the same to open new browser tabs.

- To switch among browser tabs, tap 3 and swipe to the webpage you want to view. Tap the browser tab to display the webpage in full screen.



- To close a browser tab, tap 3, and then tap ✕.

Saving web content for later

Save webpages to read later, even without an Internet connection. You can also add some video clips on webpages to the Watch list so you can quickly find and watch them whenever you like.

HTC One saves webpage text and images only. You will need Internet connection to open linked pages and play video clips.

1. While viewing a webpage, tap ⋮ > +.
2. Tap **Reading list** or **Watch list**.

When the webpage you're adding to the Watch list has one or more video clips, you'll be asked to choose which videos you want to add.

To view a saved webpage or video clip, tap ⋮ > **Saved**. Swipe to the Reading list or Watch list, and then tap a webpage or video you want to view.

Setting browser options

Customize the web browser to suit your browsing style. Set display, privacy, and security options when using the web browser.

From the browser screen, tap ⋮ > **Settings**.

Bookmarking a webpage

Add your favorite webpages as bookmarks so you can access them quickly.

Bookmark a webpage in a normal browser screen and not when you're browsing incognito.

1. While viewing a webpage, tap ⋮ > + > **Bookmarks**.
2. On the Bookmark this page screen, you can edit the bookmark name, sync the bookmark with an online account, or save the bookmark in a new category folder.
3. Tap **Done**.

To view and open a bookmark, tap ⋮ > **Bookmarks**. Navigate to the bookmark you want to open, and then tap it.

You can also add a bookmark directly to the Home screen. While viewing a webpage, tap ⋮ > + > **Home screen**.

Not seeing your bookmark?

On the Bookmarks screen, tap ▼ and select **All bookmarks**. HTC One will display all your bookmarks, including those which are synced with an online account.

Syncing your bookmarks with Google Chrome

Create bookmarks from your computer's Google Chrome™ browser and sync them on HTC One. For more information about Google Chrome, visit http://support.google.com/chrome.

- Using your Google Chrome desktop browser, you need to sign in to your Google Account and set up Google Chrome sync.
- Be sure that you are logged in to your Google Account every time you save Google Chrome bookmarks on your computer.

1. Go to Settings, and then tap **Accounts & sync**.
2. Tap **Google**.
3. Tap your Google Account.
4. Select the **Internet** option.

Using your browsing history

HTC One keeps a record of webpages you've visited.

If you don't want HTC One to keep your browsing history, browse using an incognito tab. See Private browsing on page 145.

1. While viewing a webpage, tap ⋮ > **History**.
2. Swipe to the History or Most visited tab.

3. Navigate to the webpage that you want to view, and then tap it.

Clearing your browsing history

1. While viewing a webpage, tap ⋮ > **Settings** > **Privacy & security** > **Clear history**.
2. Tap **OK**.

All webpage entries in the History and Most visited tabs are deleted.

If you want to delete a single webpage entry, go to the History or Most visited tab, press and hold the webpage entry, and then tap **Remove from history** or **Remove from most visited**.

Only the browsing history stored by the Internet app is deleted. Browsing history stored by other browsers on HTC One will remain unaffected.

Private browsing

You can use incognito tabs to browse the Web with more privacy. Browser cookies are deleted and not shared when you close all incognito tabs. Pages you view in incognito also won't appear in your browser history (except for files you've downloaded).

From the browser screen, tap 1 > .

Entertainment

Music

Listening to music

Enjoy your favorite songs on HTC One using the Music app.

> When you open the Music app for the first time, you'll be asked if you would like to automatically download related content, such as album covers and artist photos, to HTC One.

1. Open the Music app.
2. Tap ▼, and then choose if you want to browse by artists, albums, or other categories.
3. Tap a song to play.
4. Tap the onscreen icons to control music playback, repeat songs, and more.

	Press and drag your finger across the progress bar to jump to any part of the song.
	Turn shuffle on or off. (Shuffle is off when button is gray.)
	Cycle through the repeat modes: repeat all songs, repeat current song, and don't repeat.
	Open the full screen player (Music Channel) to view lyrics and music visualization while the song is being played. (You can set whether the full screen player starts automatically or not in Music settings.)
	Minimize the Now playing screen to continue browsing your music collection.

When you're listening to music and the screen display turns off, press POWER to turn the screen back on and control the music playback directly on the Lock screen.

Making your music sound better

Turn on Beats Audio for an enhanced sound experience. Songs and videos sound rich and authentic, especially when played in Music and Gallery apps.

To turn the Beats Audio profile on or off, go to **Settings**, and then tap the Beats Audio **On/Off** switch.

Creating and working with playlists

Personalize your music experience by creating music playlists. Make a playlist containing just your favorite songs or create one to match your mood for the day. You can make as many playlists as you like.

1. Open the Music app.
2. Tap ▼, and then select **Playlists**.
3. Tap +, and then enter a playlist name.
4. To add songs, tap + beside the title text box, browse your music collection, and then tap a song to add.

   Repeat this step to add more songs.
5. You can also:

Rearrange songs	Press and hold ☰ next to the song title you want to move, and then drag it to its new position.
Delete songs	Select the songs you want to remove from the playlist.

Change playlist name	Type the new name of the playlist in the title text box.

6. Tap **Save**.

To edit a playlist you've created, tap ▼ on the Music app's main screen, and then select **Playlists**. Open a playlist, and then tap ⋮ > **Edit playlist**.

Playing the songs in a playlist

1. Open the Music app.
2. Tap ▼ > **Playlists**.
3. Tap a playlist, and then tap the song you want to play first.

When you tap a song, the screen is updated with the songs from your playlist.

Deleting playlists

1. Open the Music app.
2. Tap ▼ > **Playlists**.
3. You can:
   - Press and hold the playlist you want to delete, and then tap **Delete playlist**.
   - Tap ⋮ > **Delete playlists** to remove several playlists.

Adding a song to the queue

While playing a song, you can also browse other tracks stored on HTC One. Add a song or an album to the queue so it plays when the current playlist has finished playing.

1. While a song is playing, browse for other tracks.
2. Do any of the following:
   - When you find the album or folder that you like, press and hold it, and then tap **Add to queue**.
   - Browse for a playlist or an artist, and then tap ⋮ > **Add to queue**.
   - To add a single track, browse for the song, and then tap ▪▪▪ > **Add to queue**.

Updating album covers and artist photos

To save on data usage, you might want to connect to a Wi-Fi network when updating your album covers and artist photos. In Music settings, select **Wi-Fi only**.

1. Open the Music app.
2. Tap ▼, and then select **Artists** or **Albums**.
3. Tap ⋮ > **Update artist photos** or **Update album art**.

If you want HTC One to automatically check and update your music collection, tap ⋮ on the Music app's main screen, and then tap **Settings**. Select **Album art** and **Artist photos**.

Setting a song as a ringtone

Pick a song from your Music library and set it as your ringtone or as ringtone for a favorite contact.

1. Open the Music app.
2. Play the song that you want to set as a ringtone.
3. Tap ⋮ > **Set as ringtone**.
4. Tap **Phone ringtone** or **Contact ringtone**. If you select **Contact ringtone**, choose the contacts you want to associate the ringtone with.

Trimming an MP3 ringtone

Use the Music app's ringtone trimmer if you want to set only a part of the song as ringtone.

1. When you find the song that you want, tap ⋮ > **Set as ringtone** > **Trim the ringtone**.
2. Drag the trim sliders to the part where you want the ringtone to begin and end.

   For a more precise trimming, tap the left or right arrow buttons. Time markers indicate where you are on the song.
3. When you're done trimming, tap **Set as**.

4. Choose whether to set your trimmed song as your **Phone ringtone** or **Contact ringtone**.

You can see your new ringtone in the phone settings. Go to **Settings** > **Sound** > **Ringtone**.

Searching for lyrics, music videos, and more

Viewing song lyrics

Love a song so much that you want to sing along? HTC One gives your music an extra kick with song lyrics and cool music visualizations.

To save on data usage, you might want to connect to a Wi-Fi network when downloading lyrics. In Music settings, select **Wi-Fi only**.

1. Open the Music app.
2. Tap ▼, select a category, and then tap a song to play.
3. Tap to view the lyrics in full screen. Song lyrics appear onscreen if content has been successfully downloaded.

Want a different visual for your music? Tap ⋮ and select a scene. If you want the scene to change for every song, select **Random**.

4. To jump to another part of the song, tap the screen to make the progress bar appear. Press and drag your finger across the progress bar, or press and hold ▶▶ or ◀◀.

5. To scroll through the lyrics, tap .
6. To return to the Now playing screen, press < .

Not all languages are supported.

Finding music videos on YouTube

It's easy to find music videos of the song you're listening to on YouTube®.

On the Now playing screen, tap > **Search** > **YouTube**.

TV

Enjoying TV with HTC One

The TV app puts HTC One at the center of your living room experience. With an intelligent electronic program guide (EPG) and the HTC remote, the TV app gives you full control of your TV entertainment.

The TV app lets you easily tune into your preferred shows, get reminded when your favorite show is on, see what shows are coming up, and more.

The TV app is only available in selected countries.

Setting up the TV app

Make sure that you have an Internet connection before you set up the EPG.

1. Open the TV app.
2. Select your location, and then tap **Next**.

Depending on your location, you may be asked to enter your postal code or select your region.

3. Choose your TV service provider, and then tap **Next**.

Your cable or service provider may not be supported by the TV app.

4. Select the channels included in your cable package, and then tap **Next**. Otherwise, let the TV app select the channels and tap **Skip**.
5. Select your video on demand services, and then tap **Next**.

The available video on demand services depend on your location.

6. Tap ♥ next to your favorite shows. If you don't find your favorite shows in the list, tap 🔍, enter the show's name, and then tap ♥.
7. Tap **Finish**.

Using the EPG

Use the TV app's EPG (electronic program guide) to check what's showing on your TV, view show details, or schedule TV reminders.

> The first time you tap a now showing program on the EPG, you'll be asked to set up HTC remote. See Setting up your remote control on page 158.

1. Open the TV app. The Today tab displays your favorite shows and channels.
2. On the Today tab, you can:
   - Tap a show thumbnail under the Now showing on TV section to watch it on your TV screen.
   - Tap ■■■ below the show thumbnail to check the show's title, cast, and synopsis.
   - Swipe up to check your upcoming favorite shows.
   - Tap ▼ to change the type of shows you want to display on the EPG or to view the channel guide.

To add or remove favorite shows, show or hide channels, set reminders, and more, tap ⋮ > **Settings**.

Scheduling TV programs

Whether your favorite show is airing in the next hour or next weekend, you'll never miss it when you set a reminder in the TV app. The Calendar app will notify you when your favorite show is about to start.

1. Open the TV app.
2. Swipe up the Showing next on TV section or go to the This week tab. Or if you've selected Movies, TV Programs, or Sports to display on the EPG, go to the On later tab.
3. Tap a show thumbnail, tap an episode under the Upcoming section, and then tap a show schedule that you want to be reminded of.

If you want to receive reminders for future episodes of a favorite TV series, tap Add series.

The reminder set icon appears.

Before the show starts, you'll receive an upcoming event notification. Open the notification and then tap the link to view the show details and watch the show as it starts.

Watching on demand videos

Do you want to see what shows are available on demand? The TV app keeps you updated on current and upcoming on-demand movies and TV shows. Instantly watch them on HTC One or on your TV using the HTC Media Link HD (sold separately).

- You may need to download the on demand service app first from Google Play.
- Most on-demand movies and TV shows can be purchased or rented from your video service provider.

1. Open the TV app.
2. On the Today tab, do any of the following:
   - Swipe up to the Available on demand section.
   - Tap ▼, select **Movies**, **TV Programs**, or **Sports**, and then go to the On demand tab.
3. Tap a show thumbnail, and then tap the video on demand service that you want to use to watch the show.

To add or remove video on demand services, tap ⋮ > **Settings** > **Provider information**.

Setting up your remote control

Tired of shuffling your TV, set top box, and home theater system remote controls while watching TV? You can combine all of your remote controls into one with HTC remote.

- Set up the Electronic Program Guide (EPG) first.
- Make sure HTC One has an Internet connection.

1. Open the TV app.
2. Tap > **Start**.
3. Enter a name for your remote control, and then tap **Next**.
4. Select the devices you want to control with your remote, and then tap **Next**.

The TV option can't be deselected.

5. Select the brand of your TV, and then tap **Next**.
6. Make sure your TV is off, and then tap **Next**.
7. Point HTC One towards the TV and tap the blinking button on the screen.
8. Tap **Yes** if HTC remote was able to turn on your TV, and then follow the onscreen instructions to continue setting up the other devices.
    - If the TV didn't turn on, tap **No**. HTC remote will try another remote control profile.

- If HTC remote doesn't find a matching remote control profile, you'll need to manually set up the remote control.

To add, edit, or delete remotes, tap > > **Add a remote** (or **Edit/delete**).

Customizing the remote control buttons

Are the predefined buttons not to your liking? You can change any button.

- The channel enter button should not be changed.
- All of the buttons on the tab should control the same device.

1. Open the TV app.
2. Tap > > **Button setup**.
3. Tap **Remote buttons** > **Next**.
4. Tap a button to configure.

Red buttons are buttons that have not been configured.

5. Place HTC One head to head with your device's remote control. Your HTC One and your device's remote control should be less than 5 cm apart.
6. On your device's remote control, press and hold the button you want to add to HTC remote.
7. Tap the blinking onscreen button to test the button.

8. Tap **Yes** to finish setting up the button.

If you tap **No**, you'll be prompted to try again.

9. Press < until you exit the Button setup mode.

Controlling your TV with HTC remote

Turn the TV, set top box, or home theater system on or off	Tap ⏻, and then tap the **On/Off** button next to the device name.
Change the input source for the TV or home theater system	Tap ⏻, and then tap the **Input** button next to the device name.
Change channels, adjust or mute the volume, and more	Tap CH.
Enter channel numbers directly	Tap ⌨.
Switching between recently watched channels	On the number pad, tap ⮌. You can also switch to a recently watched channel in the Notifications panel.
Access the playback controls	Tap ⏯.
Switching remote control profiles	Tap ▼, and then tap another remote control.

Controlling your TV from the Notifications panel

Get a call while watching TV? You can easily use HTC remote to mute the TV and more.

1. Slide open the Notifications panel.
2. Tap the controls to mute the TV, switch channels, and more.

Wireless display

Sharing on a big screen

Share what you're viewing on HTC One onto a big screen TV.

- If you have a home theater system that's DLNA® compliant, you can share your photos, videos, movies, and music from HTC One to your TV through your home Wi-Fi network.
- Don't have a DLNA setup at home? Don't worry. Just purchase the HTC Media Link HD and hook it up to your HDMI TV. You can then wirelessly share what you're viewing or listening on HTC One to your TV.

About HTC Media Link HD

You can plug in HTC Media Link HD to any TV with HDMI port, and use it to display content wirelessly to your TV.

HTC Media Link HD is sold separately online at www.verizonwireless.com.

Sharing your media on DLNA devices

If you'll be using a DLNA compliant TV or audio system, refer to its documentation on how to connect it to your home network.

1. Connect HTC One to your home network via Wi-Fi.
2. Open the Gallery or Music app.
3. Locate the media stored on HTC One that you want to share, and then tap it.

4. Do one of the following:

While viewing photos or videos in Gallery	Tap the screen to show the controls, and then tap ⋮ > **Select player**.
While playing music in Music	Tap ⋮ > **Select player**.

5. Choose the device on your network where you want to play the media.
6. Once connected to the other device, tap the onscreen controls to control playback, adjust the volume, and more.

For more information about DLNA, visit www.dlna.org.

Storage

Types of storage

Want to know what types of storage you can use for your apps, data, and files?

HTC One has these storage types:

Phone storage	This storage combines both the internal storage, where apps, email, data, and text messages are stored, and the file storage, where photos, videos, and music files are kept. When you are running out of phone storage, you can free up space by uninstalling apps, changing download settings, or moving files to your computer or to an online storage service.
USB storage	When you plug in an external USB storage device (such as a USB flash drive or an SD card reader), you can view photos and videos stored on the device right from Gallery and play songs stored on the device in Music. You can also open PDFs and edit Office documents. You need a special cable to connect HTC One and a USB storage device. HTC One supports USB storage devices (except portable hard drives) up to 64 GB.
Online storage	If you're using an online storage account that's accessible from HTC One, you can store your files to your online storage.

Copying files to or from HTC One

You can copy your music, photos, and other files to HTC One.

Save and close your files before copying them from your computer to HTC One, or vice versa.

1. Connect HTC One to the computer using the supplied USB cable. You'll see options for viewing or importing files on the computer screen.
2. Choose to view files.
3. Copy the files from your computer to HTC One, or vice versa.
4. After copying the files, disconnect HTC One from the computer.

Making more storage space

As you use HTC One, you'll accumulate data and fill its storage capacity over time. Here are some tips on how to increase storage space.

Run the storage wizard

Free up space in the phone storage by uninstalling apps and deleting files you no longer want to keep. In Settings, tap **Storage** > **Make more space**.

Manage photos and videos

- Set the Camera app to automatically upload to a photo-sharing site or online storage. You can retrieve them from the photo-sharing site or online storage when needed.

Using data services while uploading photos and videos will count towards your monthly data allowance. You may want to connect to Wi-Fi or disable auto upload of camera shots if you have a limited data plan.

- After taking continuous camera shots, keep only the best shot and discard the rest.
- After editing a photo or trimming a video, the original file is kept. You can delete original files or move them to online storage or to your computer.
- If you are only sending videos through MMS, use a lower resolution. High-resolution video takes up more space. In Camera settings, tap **Video Quality** to change the resolution.

Back up apps data

Keep only the most recent data from apps on HTC One. You can back up calendars, contacts, and bookmarks or export text messages, and personal dictionaries.

Disable some apps

Apps, even if not used often, may be running in the background and downloading data into the phone storage. If the app cannot be removed,

you can disable it. In Settings, tap **Apps** and then swipe to **All**. Select the app you want to disable, and then tap **Disable**.

Encrypting data on HTC One

You can encrypt data such as your online accounts, settings, music files and other media. After encryption, you will need to enter the screen lock PIN or password to turn on your phone and access the data.

- Set a lock screen PIN or password before encrypting your data.
- Fully charge the battery and keep HTC One connected to the power adapter during encryption. The encryption process takes about an hour.
- You cannot undo encryption. If you want to return to an unencrypted phone, you must perform a factory reset.

1. Go to Settings, and then tap **Storage**.
2. Tap **Phone storage encryption**.
3. Tap **OK**.
4. Enter the lock screen PIN or password, and tap **Next**.
5. Tap **OK**.

Encryption starts and the progress is displayed. The phone may restart a few times.

When the encryption process is complete, enter your PIN or password.

Sync, backup, and reset

Online sync

Adding your social networks, email accounts, and more

You can sync contacts, calendars, and other information from your social networks, email accounts, and online services on HTC One. Depending on the account type, signing in to your online accounts lets you sync updates between HTC One and the Web.

1. Go to Settings, and then tap **Accounts & sync**.
2. Tap **+**.
3. Tap the account type you want to add.
4. Follow the onscreen instructions to enter your account information.

In **Settings** > **Accounts & sync**, tap the Auto sync **On/Off** switch to turn automatic sync of all your accounts.

Adding one or more Google Accounts

Sign in to your Google Account to see your Gmail, contacts, and calendars, and to use Google apps on HTC One. If you add more than one Google Account, you can switch between accounts in apps such as Gmail and choose which account to back up your settings to.

1. Go to Settings, and then tap **Accounts & sync**.
2. Tap **+**.
3. Tap **Google**.
4. Follow the onscreen instructions to sign in to an account or create a new account.

Forgot your Google Account password?

If you have forgotten your Google Account password, you can try to recover it by going to the Google website.

1. On HTC One or on your computer, open your web browser
2. Go to www.google.com/accounts/recovery.
3. Select the option for retrieving your password, and then enter the email address or username that you use to sign in to your Google Account.
4. Click **Continue**.
5. Follow the instructions on the screen to reset your password.

Syncing your accounts

1. Go to Settings, and then tap **Accounts & sync**.
2. You can:
   - Tap the Auto sync **On/Off** switch to turn automatic sync of all your accounts on or off.
   - Manually sync individual accounts. Tap an account type (such as for Exchange ActiveSync), and then tap the account you want to sync. On the Account settings screen, tap ⋮ > **Sync now**.

On the Account settings screen, you can also change the sync settings for an account.

Removing an account

You can remove an account from HTC One. Removing an account does not remove accounts and information from the online service itself.

1. Go to Settings, and then tap **Accounts & sync**.
2. Tap an account type. If multiple accounts are supported (such as for Exchange ActiveSync), tap the account you want to remove.
3. Tap ⋮ > **Remove**.

Some personal data may be retained by the third-party app after you have removed the account from HTC One.

Backup

Ways of backing up files, data, and settings

Worried that you might lose important stuff on HTC One? Back up HTC One before you erase the storage, do a factory reset, or upgrade to a new phone.

HTC Sync Manager

Use HTC Sync Manager to import music, photos, and videos to your computer. You can also sync locally stored contacts, calendar events, bookmarks, documents, and playlists to your computer. For details, see Syncing your media and data with HTC Sync Manager on page 177.

Other backup options

Separately back up other data and file types if they're not supported in HTC Sync Manager.

In some apps, you can back up data to the storage on the phone so you can easily restore them after a factory reset.

If you're backing up data to the storage, don't choose to erase the storage when you do a factory reset.

Messages	Back up your text messages to the storage on the phone, or save them as an email attachment.
Contacts	▪ Save contacts and other personal data to your online accounts so you can just sync them when switching to another phone. ▪ If you have locally stored contacts in the People app, export them to the storage on the phone.
Files	▪ Manually copy and paste files by connecting HTC One to your computer as a disk drive. ▪ Upload files to online storage and services.
Other data	▪ If you added new words to your personal dictionary in the onscreen keyboard, back up the dictionary to the storage or save it as an email attachment. ▪ Check the other apps to see if they support exporting data to the storage.

Backing up your text messages

Keep important text messages by backing them up to the phone storage. You can easily restore backed up text messages after you've deleted them from your message list.

1. Open the Messages app.
2. Tap ⋮ > **Back up/Restore SMS** > **Back up** > **Back up SMS**.
3. Enter a name for your backup file, and then tap **OK**.

Restoring text messages

You can only restore text messages that were exported using the **Back up SMS** feature.

1. Open the Messages app.
2. Tap ⋮ > **Back up/Restore SMS** > **Restore**.
3. Choose how you want to restore the messages, and tap **Next**.
4. Tap the backup file to import.
5. Tap **OK**.

Backing up text messages by email

> You need to set up your email account in the Mail app.

1. On the Messages screen, tap ⋮ > **Back up/Restore SMS**.
2. Tap **Back up** > **Back up SMS via mail**.
   The backup file is attached to an email.
3. Enter your email address.
4. Compose your email message, and then send it.

To restore your text messages to HTC One, open the email message with the backup file attachment from the Mail app. Tap the attachment to download it first, and then tap it again to open the backup file to import.

Backing up your contacts

1. Open the People app.
2. On the People tab, tap ⋮ > **Manage contacts**.
3. Tap **Import/Export contacts** > **Export to phone storage**.
4. Select an account or type of contacts to export, then tap **OK**.

Restoring contacts

You can only restore contacts that were backed up using the **Export to phone storage** feature.

1. On the People tab, tap ⋮ > **Manage contacts**.
2. Tap **Import/Export contacts** > **Import from phone storage**.
3. If you have more than one account set up, tap the type for the imported contacts.

Backing up your personal dictionary

You can back up new words you've added to the predictive text dictionary.

1. Go to Settings, and then tap **Language & keyboard**.
2. Tap **HTC Sense Input**.
3. Tap **Personal dictionary** > ⋮ > **Back up to storage** or **Back up to email**.
4. When prompted, tap **OK**.

Importing your personal dictionary

1. Go to Settings, and then tap **Language & keyboard**.
2. Tap **HTC Sense Input**.
3. Tap **Personal dictionary** > ⋮ > **Restore from storage**.
4. When prompted, tap **OK**.

Backing up or restoring tasks

1. Go to the list that contains the tasks you want to back up.
2. Tap ⋮ > **Import/Export**.
3. Tap **Export to phone storage** to back up your tasks, or tap **Import from phone storage** to restore tasks on HTC One.

Backing up settings to Google

You can choose to automatically back up some settings such as Wi-Fi and bookmarks to Google servers using your Google Account so you can restore them when needed.

1. Go to Settings, and then tap **Backup & reset**.
2. Tap the Backup **On/Off** switch to turn it on.

To add more backup accounts, tap your Google account and then tap **Add account**.

Back up your contacts using Backup Assistant Plus

Use Backup Assistant Plus to back up your contacts and access them on the go or at home. If you did not set up Backup Assistant Plus when you first turned on your phone, you can set it up in **Settings** > **Accounts & sync**. For more information about Backup Assistant Plus, visit www.verizonwireless.com/baplus.

Setting up Backup Assistant Plus

1. Go to Settings, and then tap **Accounts & sync**.
2. Tap **Backup Assistant Plus**.
3. Tap the items you want to back up.

Changing the automatic backup schedule

1. Go to Settings, and then tap **Accounts & sync**.
2. Tap **Backup Assistant Plus** > **Contact settings** > **Schedule**, and then select the backup schedule you want.

HTC Sync Manager

Syncing your media and data with HTC Sync Manager

With HTC Sync Manager, enjoy the same rich media whether you're at your computer or on the move. Use it also to store your same contacts, important documents, and other data on both your HTC phone and your computer.

HTC Sync Manager supports a computer running a Windows or Mac OS operating system. You can:

- Import music, photos, and videos from your computer and manage them in HTC Sync Manager.
- Import iTunes® and Windows Media® Player playlists from your computer to HTC Sync Manager.
- Play music, videos, and playlists using the built-in player.
- Copy music, photos, and videos from your phone to your computer.
- Sync playlists and information such as contacts, calendar, documents, and web bookmarks between your phone and your computer.
- Easily transfer iPhone photos, videos, messages, contacts, and more to your HTC phone.
- Browse and manage files on your phone (Mac® only).

Installing HTC Sync Manager on your computer

- You need to have administrator rights if you're installing HTC Sync Manager on Windows Vista® or later versions.
- If you have problem in installing HTC Sync Manager, close all your running programs and reinstall. If the problem persists, temporarily disable your anti-virus program and try installing again.

1. Download the HTC Sync Manager installer from the HTC support site (www.htc.com/support).
2. Launch the installer and follow the onscreen instructions.
3. Connect your phone to your computer using the supplied USB cable. HTC Sync Manager opens.

To check for and download new updates, click > **Check for updates** in HTC Sync Manager.

If you disabled your anti-virus program, make sure to turn it back on after installing HTC Sync Manager.

Transferring iPhone content to your HTC phone

With HTC Sync Manager, easily transfer iPhone content such as contacts, messages, wallpaper, camera photos and videos, and more to your HTC phone.

You need to use iTunes 9.0 or later to back up your iPhone content first to your computer.

1. Connect your iPhone and your HTC phone to your computer.
2. In HTC Sync Manager, click **More** > **iPhone TRANSFER**.
3. Click the **Get Started** button.
4. If you haven't used iTunes to back up your iPhone content to your computer, please do so before proceeding.
5. Click **Next**.
6. Select your iPhone backup file, and then click **OK**.
7. Select the types of content you want to transfer to your HTC phone.

You can choose whether to replace the content on your HTC phone with the iPhone content.

8. Click **Start**.

Copying or removing media on your phone

Easily copy music, photos, videos, entire albums, or playlists from your computer to your phone.

1. Connect your phone to your computer. Media that have already been copied to your phone will have the icon on their thumbnails.
2. Click an item to select it. Or, to select several media for transfer, do one of the following:

Select several items	On Windows: Hold down the CTRL key, and then click each item. On Mac: Hold down the COMMAND key, and then click each item.
Select all items	On Windows: Press CTRL + A. On Mac: Press COMMAND + A.
Select consecutive items	Hold down the SHIFT key, and then click the first and last items. Or drag your mouse over the range of items you want to select.

3. Click one of these icons:

+	Copy the selected media to your phone.
−	Remove the selected media from your phone.

Syncing data between your phone and your computer

Set up HTC Sync Manager to sync contacts, calendar events, and web bookmarks between your phone and your Windows or Mac computer.

You can sync your phone with the following applications on your computer:

- (On Windows) Outlook® 2003, Outlook 2007, or Outlook 2010.
- (On Mac) Apple® Contacts, Apple Address Book, Apple Calendar, Apple iCal®, or Outlook 2011 for Mac.
- Web browser such as Internet Explorer®, Firefox®, or Google Chrome. If you'll be syncing with Firefox or Google Chrome, close the browser first before syncing.

1. Connect your phone to your computer.
2. In HTC Sync Manager, click **More**.
3. Select the check boxes of the data types you want to sync.
4. Click **Settings** on the different data types to customize sync settings.

People	▪ Choose the contacts application on your computer that you want to sync with your phone. ▪ If there's conflicting contact info on your phone and your computer, choose which data you want to keep.

Calendar	▪ Choose the calendar application on your computer that you want to sync with your phone. ▪ Choose from when you want to start syncing calendar events. ▪ If there are conflicting appointments on your phone and your computer, choose which data you want to keep.
Bookmark	Choose the web browser on your computer that you want to sync with your phone.

5. Click if this is your first time to sync. To allow HTC Sync Manager to auto sync your data and files (such as documents and media) next time, click **More** > **SYNC SETTINGS**, and then select **Sync automatically whenever the phone connects**.

- Only the contact and calendar fields that are available on your phone will be synced.
- When you sync bookmarks for the first time, a favorites folder named HTC bookmarks will be created on your computer's web browser. This folder contains the bookmarks from your phone. If you have bookmarks on your computer that you want to sync with your phone, make sure to save them in the HTC bookmarks folder.

  If there are conflicting bookmarks on your phone and your computer, HTC Sync Manager always keeps the bookmarks from your computer.

Syncing music, photos, and videos from your phone to your computer

Set HTC Sync Manager to import all music, photos, and videos from your phone to your computer.

1. Connect your phone to your computer.
2. Do any of the following:
   - To copy music from your phone to your computer, click **Music** > **SETTINGS**, and then select **Copy all music from phone**.
   - To copy photos and videos from your phone to your computer, click **Gallery** > **SETTINGS**, and then select **Automatically import photos and videos from phone**.

Select **Delete photos and videos from phone after importing** if you want to remove the photos and videos from your phone after the transfer.

3. Click **Apply** (Windows only).
4. Click if this is your first time to sync. To allow HTC Sync Manager to auto sync your media and other items (such as documents and data) next time, click **More** > **SYNC SETTINGS**, and then select **Sync automatically whenever the phone connects**.

Syncing playlists between your phone and your computer

Set HTC Sync Manager to sync iTunes and Windows Media Player playlists between your phone and your computer.

1. Connect your phone to your computer.
2. Click **Music** > **SETTINGS**, and then select **Sync selected playlist**.
3. Select the playlists you want to sync.
4. Click **Apply** (Windows only).
5. Click if this is your first time to sync. To allow HTC Sync Manager to auto sync your playlists and other items (such as documents, media files, and data) next time, click **More** > **SYNC SETTINGS**, and then select **Sync automatically whenever the phone connects**.

Syncing documents from your computer to your phone

1. Connect your phone to your computer.
2. In HTC Sync Manager, click **Files** > **SYNC SETTINGS**.
3. Select the **Sync documents from the following locations on this computer** option.
4. Click **Add**, and then choose the folder that contains the documents you want to sync to your phone. You can add several folders.
5. Click if this is your first time to sync. To allow HTC Sync Manager to auto sync your documents and other items next time, click **More** > **SYNC SETTINGS**, and then select **Sync automatically whenever the phone connects**.

Getting help

To find out more about using HTC Sync Manager, download the user guide PDF from the HTC support site (www.htc.com/support). Or open the Help that comes with the software.

On Windows, click ☰ in HTC Sync Manager, and then click **Help**.

Reset

Restarting HTC One (Soft reset)

If HTC One is running slower than normal, is unresponsive, or has an app that is not performing properly, try rebooting and see if that helps solve the problem.

1. If the display is off, press the POWER button to turn it back on. If you've set up a lock screen, you need to unlock it.
2. Press and hold the POWER button, and then tap **Restart**.
3. When asked to confirm, tap **Restart**.

HTC One not responding?

If HTC One does not respond when you touch the screen or press the buttons, you can still restart it.

Press and hold the POWER button for at least 10 seconds. HTC One then restarts.

Resetting HTC One (Hard reset)

If HTC One has a persistent problem that cannot be solved, you can perform a factory reset (also called a hard reset or master reset). A factory reset reverts the phone back to its initial state — the state before you turned on the phone for the first time.

The following will be removed from the phone when you do a factory reset:

- Your Google Account
- All accounts you've added in **Settings** > **Accounts & sync** and the data associated with these accounts
- Personal data that you've created or synced to the phone such as your profile, contacts, messages, email, calendar events, and more
- System and application data and settings
- Downloaded apps

Files such as your music, photos, videos, and documents will also be deleted if you select the Erase all data option.

Be sure to back up any data and files you want to keep before you do a factory reset.

A factory reset may not permanently erase all data from your phone, including personal information.

Performing a factory reset from settings

1. Go to Settings, and then tap Backup & reset.
2. Tap Reset phone.
3. If you also want to delete media and other data on HTC One, select Erase all data.
4. Tap OK.

Performing a factory reset using hardware buttons

If you can't turn HTC One on or access settings, you can still perform a factory reset by using the hardware buttons on HTC One.

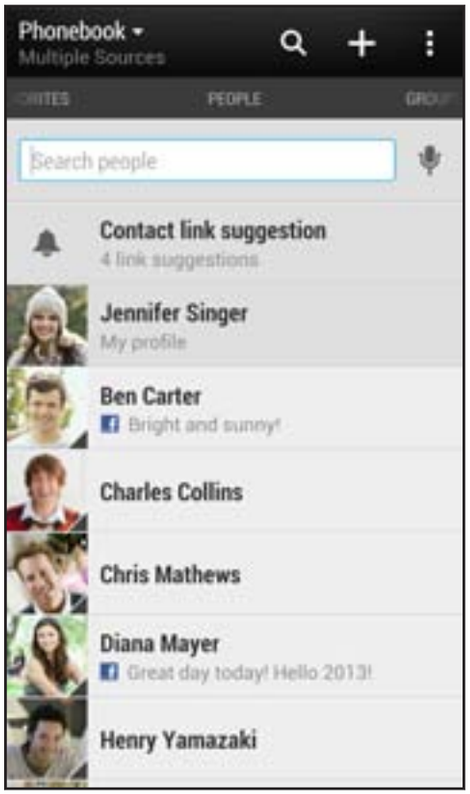
1. Press and hold the VOLUME DOWN button, and then press and hold the POWER button.
2. Wait for the screen with the three Android images to appear, and then release the POWER and VOLUME DOWN buttons.
3. Press VOLUME DOWN to select FACTORY RESET, and then press the POWER button.

People

Your contacts list

The People app lists all contacts you've stored on HTC One and from online accounts you're logged in to. Use the People app to easily manage communications with people that matter to you.

1. Open the People app.



2. On your contacts list, you can:

   - View your profile and edit your contact information.
   - Create, edit, find, or send contacts.
   - See status updates.
   - Tap a contact photo to find ways to quickly connect with the contact.
   - See a notification icon when a contact has sent you new messages.
   - Check out who's online in Google Talk™. Online status icons are displayed if you're signed in to Google Talk.

To sort your contacts by their first or last name, tap ⋮ > **Settings** > **Sort contact list**.

Filtering your contacts list

When your contacts list gets long, you can choose which contact accounts to show.

1. On the People tab, tap ▼ .
2. Choose the accounts that contain the contacts you want to display.
3. Press < .

Finding people

Search for contacts stored on HTC One, your company directory if you have an Exchange ActiveSync account, or social networks you've signed into.

1. Open the People app.
2. On the People tab, you can:
   - Find people in your contacts list. Tap the Search people box, and then enter the first few letters of the contact name.
   - Find people on your company directory. Tap the Search people box, enter the first few letters of the contact name, and then tap **Search contacts in your Company Directory**.
   - Search for people you know on your social networks. Tap ⋮ > **Settings** > **Find people you know on**, and then select the social networks you're signed in to. The People app then uploads your contacts to the selected social networks to help you find friends.

Aside from searching for a contact by name, you can search using a contact's email address or company name. On the People tab, tap ⋮ > **Settings** > **Search contacts by**, and then choose a search criteria.

Setting up your profile

Store your personal contact information to easily send it to other people.

1. Do one of the following:
   - On the People tab, tap **My profile**.
   - With two fingers, swipe down from the status bar to open Quick settings. Tap the **Me** tile (or your contact name, if you've already signed in to your Google account), and then tap **Me** or your contact name again.
2. Tap **Edit my contact card**.
3. Enter or edit your name and contact details.
4. Tap (or the current photo) to change your contact photo.
5. Tap **Save**.

Aside from your contact details, your profile also shows updates you've posted on your social networks and your online photo albums.

Adding a new contact

1. On the People tab, tap +.
2. Tap the **Name** field, and then enter the contact name.

Tap if you want to separately enter the contact's first, middle, and last name. Depending on the contact type, you may also be able to add other info such as a name suffix (for example, "Jr.").

3. Select the Contact type. This determines which account the contact will sync with.

Some fields may not be available when you're adding contacts to a SIM card.

4. Enter the contact information in the fields provided.
5. Tap **Save**.

When you tap the added contact on your contacts list, you'll see the contact information and your exchange of messages and calls. Depending on the information that you've added to the contact (such as an email address), you'll also be able to see the contact's social network updates, events, and photos.

How do I add an extension number to a contact number?

While creating a new contact in People, you can add an extension number to their number so you can skip the voice prompts when calling.

1. After entering the number of the main line, do one of the following:
    - Tap **P(,)** to insert a pause before the extension number is dialed automatically. To make the pause longer, tap **P(,)** again.

- Tap W(;) to be prompted to confirm the extension number.

2. Enter the extension number.

Editing a contact's information

Social network contacts cannot be edited.

1. On the People tab, press and hold the contact, and then tap **Edit contact**.
2. Enter the new information.
3. Tap **Save**.

Getting in touch with a contact

1. Open the People app.
2. Tap a contact's photo (not the name), and then choose how you want to get in touch with that contact.

For more ways of getting in touch with your contact, tap an icon below the contact photo.

Importing or copying contacts

Importing contacts from your SIM card

1. On the People tab, tap ⋮ > **Manage contacts**.
2. Tap **Import/Export contacts** > **Import from SIM card**.
3. If you have a Google or Exchange ActiveSync account, tap the type for the imported contacts.
4. Select the contacts you want to import.
5. Tap **Save**.

Importing a contact from an Exchange ActiveSync account

1. On the People tab, enter the contact's name or email address in the search box.

2. Tap **Search contacts in your Company Directory**.
3. Tap the name of the contact you want copied to HTC One.
4. Tap + to import the contact.

Copying contacts from one account to another

1. On the People tab, tap ⋮ > **Manage contacts**.
2. Tap **Copy contacts**, and then choose a contact type or online account to copy from.

Contacts from your social network accounts may not be copied.

3. Select a contact type or account you want to save to.

Merging contact information

Avoid duplicate entries by merging contact information from different sources, such as your social network accounts, into one contact.

Accepting contact link suggestions

When HTC One finds contacts that can be merged, you'll see a link notification when you open the People app.

1. On the People tab, tap the Link suggestion notification when available. You'll see a list of suggested contacts to merge.

2. Choose the contacts you want to merge.

If you don't want to receive contact link suggestions, on the People tab, tap ⋮ > **Settings**. Clear the **Suggest contact link** option.

Manually merging contact information

1. On the People tab, tap the name of the contact (not the icon or photo) you want to link.
2. Tap ⋮ > **Link**.
3. You can:
   - Under **Suggest links**, tap 🔗 to link the contact to an account.
   - Under **Add contact**, tap one of the options to link to another contact.

Breaking the link

1. On the People tab, tap the name of the contact (not the icon or photo) whose link you want to break.
2. Tap ⋮ > **Link**.
3. Under the **Linked contacts** section, tap 🔗 beside an account to break the link.
4. Tap **Done**.

Sending contact information

1. On the People tab, do one of the following:

To send	Do this
Someone's contact information	Press and hold the name of the contact (not the icon or photo), and then tap **Send contact as vCard**.
Your contact information	Press and hold **My profile**, and then tap **Send my profile**.

2. Choose how you want to send the vCard.
3. Select the type of information you want to send.
4. Tap **Send**.

Sending multiple contact cards

1. On the People tab, tap ⋮ > **Send contacts**.
2. Select the contacts whose contact information you want to share
3. Tap **Send**.
4. Choose how you want to send the contact cards.

Contact groups

Organize your friends, family, and colleagues into groups so you can quickly send a message or email to everyone in the group. We've also set up the Frequent group to automatically add the contacts you dial or get calls from the most.

HTC One also syncs with groups you've created in your Google Account.

Creating a group

1. On the Groups tab, tap +.
2. Enter a name for the group, and then tap ⋮ > **Add contact to group**.
3. Select the contacts you want to add, and then tap **Save**.
4. When your group is complete, tap **Save**.

Sending a message or email to a group

If you send a text message to a group of five people, it will count as five messages towards your monthly text message allowance.

1. On the Groups tab, tap the group you want to send a message or email to.
2. Go to the Group action tab.
3. Choose if you want to send a text message or email.

Editing a group

1. On the Groups tab, press and hold the group, and then tap **Edit group**.
2. You can:
   - Change the group name. You can only change the name for groups that you have created.
   - Add more contacts to the group. Tap ⋮ > **Add contact to group**.
   - Rearrange the group members. Press and hold ☰ at the end of the contact's name, and then drag it to its new position.
   - Select the contacts you want to remove from the group.
3. Tap **Save**.

Managing your contact groups

1. On the Groups tab, tap ⋮ > **Edit groups**.
2. You can:
   - Rearrange the contact groups. Press and hold ☰ at the end of the group name, and then drag it to its new position.
   - Select the contact groups you want to remove.
3. Tap **Save**.

Email

Gmail

Viewing your Gmail Inbox

All your received email messages are delivered to your Inbox.

Open the Gmail app.

3 selected
Rachel
Conference call – When: Friday, September 28, 2012 3:30 PM-4:00 PM (UTC+08:00) Taipei.
Facebook
YouTube
Your Personal YouTube Digest - Sep 13, 2012
Google Drive Team
You have 2 files waiting in Google Drive – Cant read this email? Hi, We're writing to let you
Google+ team
Top 3 posts for you on Google+ this week – Hi Jennifer! Here are the top 3 posts for you on
Facebook
Jennifer, you have notifications pending – facebook Hi Jennifer, Here's some activity you
Diana Mayer
Accepted: Project briefing @ Wed Aug 22 1:30pm - 2:30pm (jsinger330@gmail.com) –
Ben Carter
Personal

Display drafts, sent messages, and other labels	Tap **Inbox** at the top bar and then tap another label (such as **Sent**, **Drafts**, or your created label) to view its messages and conversations.
Switch to your other Gmail account	Tap **Inbox** at the top bar, and then tap the account you want to switch to.
Archive, delete or label multiple conversations	Tap the check box before the email message or conversation. Then tap the onscreen buttons at the bottom to choose what to do with the selected messages or conversations.

Get help	In the Gmail inbox, tap ⋮ > **Help**.

Sending an email message in Gmail

1. In the inbox of the Gmail account you want to use, tap ✉+.
2. Fill in one or more recipients.

> Want to loop in more recipients in a carbon copy (Cc) or blind carbon copy (Bcc) of the email message? Tap ⋮ > **Add Cc/Bcc**.

3. Enter the email subject, and then compose your message.
4. If you want to attach a photo or video, tap ⋮, and then tap the attachment type.
5. Tap ➤ to send.

Replying to or forwarding email messages in Gmail

1. In the Gmail inbox, tap the email message or conversation.
2. To reply to the sender, tap ↩. Or, tap ⋮ and choose whether to **Reply all** or **Forward**.
3. Do one of the following:

   - If you're replying to the sender or you selected **Reply all**, enter your reply message.
   - If you selected **Forward**, specify the message recipients.

Tap **Respond inline** if you want to interleave your new message with the received email. But this removes any attachments or formatting in the original email message.

4. Tap ➤ to send.

Mail

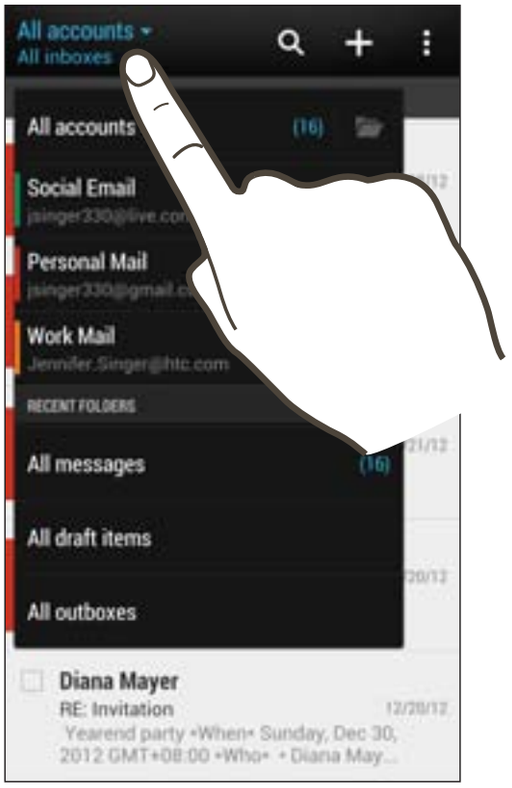
Checking your mail

The Mail app is where you read, send, and organize email messages from one or more email accounts that you've set up on HTC One.

1. Open the Mail app. The inbox of one of your email accounts appears.
2. Do any of the following:

   - Tap an email message to read.
   - To switch between email accounts, tap the bar that shows the current email account, and then tap another account.
   - To display email messages in another mail folder, tap ⋮ > **Folder**, and then tap the folder you want to view.

- To view email messages from all your accounts, tap the bar that shows the current email account, and then tap **All accounts**.



- To change an email account's settings, select the account and then tap ⋮ > **Settings**.

Organizing your inbox

Do you have a big pile of email messages in your inbox? Organize your email messages into tabs and quickly find the messages you want.

1. Switch to the email account that you want to use.
2. In the inbox, tap ⋮ > **Filters**.
3. Select the tabs you want to add to the inbox, and then tap **Done**.

4. Swipe to the added tab to check your email messages.

Sending an email message

1. Open the Mail app.
2. Switch to the email account that you want to use.
3. Tap +.
4. Fill in one or more recipients.

Want to loop in more recipients in a carbon copy (Cc) or blind carbon copy (Bcc) of the email message? Tap ⋮ > **Show Cc/Bcc**.

5. Enter the subject, and then compose your message.
6. Do any of the following:
   - Add an attachment. Tap 📎 and then choose what you want to attach.
   - Set the priority for an important message. Tap ⋮ > **Set priority**.
7. Tap ✉.

To save the email as draft and send it later, tap ⋮ > **Save**. Or press <.

Resuming a draft email message

1. In an email account inbox, tap ⋮ > **Folder** > **Drafts**.

2. Tap the message.
3. When you finish editing the message, tap .

Reading and replying to an email message

1. Open the Mail app.
2. Switch to the email account you want to use.
3. In the email account inbox, tap the email message or conversation you want to read.

If you want to read a particular message inside an email conversation, tap to expand the conversation, and then tap the email message.

4. Tap **Reply** or **Reply All**.

Tap for more actions for the email.

Saving an email message in the Tasks app

Save an email message in your Tasks list so you can remind yourself when to reply.

1. In an email account inbox, press and hold the email message, and then tap **Save as task**.
2. Enter the task details, and then tap **Save**.

Managing email messages

The Mail app provides easy ways to sort, move, or delete your email messages.

Sorting email messages

Customize how you sort your email messages.

In an email account inbox, tap ⋮ > **Sort**, and select from the sorting options.

To quickly scroll through the message list based on the sorting option you've selected, press and hold two fingers on any email message, and then drag upward or downward.

Moving email messages to another folder

1. Switch to the email account you want to use.
2. Select the email messages you want to move.

To select all, select one email message first, and then tap ⋮ > **Select all**.

3. Tap **Move to**, and then select a folder.

Deleting email messages

1. Switch to the email account you want to use.
2. Select the email messages you want to delete.

To select all, select one email message first, and then tap ⋮ > Select all.

3. Tap Delete.

Searching email messages

1. Tap 🔍.
2. If you want to refine or filter your search, tap ⚙, check the search options, and then tap OK. For example, you can focus the search on a part of an email or filter email messages that have attachments or tagged as high priority.
3. In the search box, enter the words you want to search for.
4. Tap a result to open the email message.

Searching for emails from a contact

Do you remember the sender, but can't find a particular email from him or her?

1. Switch to the email account you want to use.
2. Press and hold an email message from a contact.
3. Tap Search the mail from the sender. A list of email messages from that contact appears.

Working with Exchange ActiveSync email

Enjoy the powerful email features of Microsoft Exchange ActiveSync right on HTC One. Flag important email messages, set your out of the office reply, or send invites to your next team meeting while you're on the go.

Flagging an email

1. Switch to your Exchange ActiveSync account.
2. While viewing the inbox, tap the flag icon that appears beside an email message or conversation.

To flag an email message inside a conversation, tap to expand the conversation, and then tap the flag icon of the email message.

Setting your Out of the office status

1. Switch to your Exchange ActiveSync account.
2. Tap > **Out of the office**.
3. Tap your current office status, and then select **Out of the office**.
4. Set the dates and times.
5. Enter the auto-reply message.
6. If you want a different auto-reply message for recipients outside your organization, tap the **Send replies to external senders** option, and then enter the auto-reply message in the box.
7. Tap **Save**.

Sending a meeting request

1. Switch to your Exchange ActiveSync account.
2. Tap ⋮ > **New meeting invitation**.
3. Enter the meeting details.
4. Tap **Save**. Or tap **Send** if you've invited people to the meeting.

Adding an email account

Set up additional email accounts such as another Microsoft Exchange ActiveSync account or an account from a Web-based email service or email provider.

> If you're adding a Microsoft Exchange ActiveSync or a POP3/IMAP email account, ask your network administrator or email service provider for additional email settings that you may need.

1. Open the Mail app.
2. Tap ⋮ > **Add account**.
3. Select an email account type from the list of email providers. Otherwise, tap **Other (POP3/IMAP)**.
4. Enter the email address and password for your email account, and then tap **Next**.

Some email accounts allow you to set the sync schedule. By default, HTC One uses Smart Sync to save battery power. See What is Smart Sync? on page 210.

5. Enter a name for your email account, and then tap **Finish setup**.

What is Smart Sync?

Smart Sync automatically extends the sync time the longer the Mail app is inactive. Set your email account to Smart Sync when you don't need to check new email messages frequently. Smart Sync helps save battery power.

If you want to receive email messages as they arrive, select another peak and off-peak sync schedule in the email account's **Sync, Send & Receive** settings.

Travel and maps

Location settings

Turning location services on or off

In order to find your location on HTC One, you need to enable location sources.

1. Go to Settings, and then tap **Location**.
2. Select or clear the location sources you want to turn on or off.

Turning off a location service means no applications on HTC One will collect your location data through that location service. However, third party applications may collect — and HTC One may continue to provide — location data through other services, including through Wi-Fi and signal triangulation.

Google Maps

About Google Maps

Google Maps™ lets you track your current location, view real-time traffic situations, and receive detailed directions to your destination.

It also provides a search tool where you can locate places of interest or an address on a map, or view locations at street level.

- To find your location with Google Maps, you need to enable location sources.
- The Google Maps app does not cover every country or city.

Getting around maps

When you open Google Maps, you can easily find your location on the map or check out nearby places by panning and zooming in and out on the map.

1. Open the Maps app.
2. Tap to show your current location. The blue marker or shows your current location on the map.
3. Navigate the map using finger gestures.
   - Slide your finger on any direction to pan.
   - Double-tap the map or slide two fingers apart over an area to zoom in.
   - Double-tap the map with two fingers or slide two fingers together over an area to zoom out.
   - Press and hold an area with two fingers and then drag your fingers in a circular motion to rotate the map.
   - Press and hold an area with two fingers and then swipe down to see an angled view of the map. Swipe up to return to overhead view.
4. Tap to turn Compass mode on. In Compass mode, the map orients itself depending on the direction you're facing. To exit Compass mode, tap .

Add a map view to see more information overlaid on the map. Tap , and then tap a map view such as **Traffic** or **Public transit**. To remove the map view, tap it again on the map view list.

Searching for a location

Use Google Maps to search for a location, such as an address or a type of business or establishment (for example, museums).

1. Open the Maps app.
2. Tap the search box and then enter the place you want to search for.
3. Tap the **Enter** key on the keyboard or tap a suggested search item. The first location on the search appears with a place marker and its info sheet displays at the bottom of the screen. All other search results are indicated by a red dot or a smart map icon.

- To check the next or previous location on the search, swipe the info sheet left or right.
- To view the search results list, tap ☰.

4. Tap the info sheet to check the address, get directions, see the location in Street View (if available), and more.

To clear the map and search another location, swipe down the info sheet (if it's expanded), and then tap ✕.

Finding services near you

Quickly search for banks, gas stations, grocery stores, and other services nearby.

1. Open the Maps app.
2. Tap ⌖ to show your current location.
3. Tap the search box and then press < to hide the keyboard.
4. Tap one of the service icons (such as grocery or bank) or tap ••• to select other services.
5. Tap the info sheet to check the address, get directions, see the location in Street View (if available), and more.

Checking the details of a location

1. Open the Maps app.
2. Press and hold a location on the map. A place marker opens and the location's info sheet appears at the bottom of the screen.
3. Tap the place marker or the info sheet to call, get directions, view the place in Street View, and more.

Exploring places and activities near you

Google Maps lets you find places of interest where you can dine, sleep, shop, and more.

This feature may not be available for certain countries and locales.

1. Open the Maps app.
2. Tap ⌖ to show your current location.
3. Tap the search box and then press < to hide the keyboard.
4. Tap the Explore card to open the Explore screen.
5. Tap an activity, and then tap a place of interest from the list. The place is displayed on the map.
6. Tap the info sheet to check the address, get directions, see the location in Street View (if available), and more. Scroll down the screen to view more information.

To find another place or activity, press < twice to return to the Explore screen.

Getting directions

Get detailed directions to your destination. Google Maps provides travel directions by car, public transit, bike, or foot.

1. Open the Maps app.

2. Tap .
3. Choose how you want to get to your destination.
4. Use your current location as starting point, or tap My location to enter your starting point or select a location from your search history.
5. Tap Choose destination, and then enter or select your destination.

If you're taking public transit, tap to set the date and time of travel, or tap Options to set your route preferences.

6. Tap a route or transit option to view the directions on the map. You'll also see the travel duration on the info sheet at the bottom of the screen.
7. Tap the info sheet to view the directions in a list.

When you're finished viewing or following the directions, tap ✕ to reset the map. Your destination is automatically saved in the Google Maps history.

HTC Car

On the road with HTC Car

Now when you drive, you can easily use HTC One to reach your destination, keep you entertained, and help you stay in touch with the people that matter to you. Access music, phone calls, maps, and more with HTC Car.

1. From the Home screen, tap ⋮⋮⋮ > **Tools** > **Car**.

The first time you open HTC Car, you'll be asked to accept the terms and conditions.

2. Swipe up or down to see what you can do in HTC Car.

When using HTC Car, return to the main screen from any other screen by pressing ⌂ .

Close HTC Car by pressing < from the main screen.

Using voice commands in HTC Car

Use your voice to control HTC Car.

1. In HTC Car, tap the screen with three fingers to activate the voice command mode.

You can also tap **Speak** on the main screen in HTC Car.

2. Do one of the following:

Call someone	Say "Call [person's name in phonebook]"
Play music	Say "Play [song title, album, artist name, or genre]"
Play the radio	Say "Listen to [song title, artist name, or genre]"
Find something on the map	Say "Find [name of place, address, type of place]"

Playing music in HTC Car

1. In HTC Car, tap **Music**.
2. Do one of the following:
   - Tap ▼ to browse by category.
   - Tap 🔍 to search your collection.
3. Tap an album, song, or playlist to listen to it.

You can also play music by tapping **Speak** on the main screen and saying what you want to hear. For example, say "Play Beethoven's 5th".

Listening to Internet radio with TuneIn

Right from HTC Car, enjoy listening to Internet radio stations with TuneIn.

1. In HTC Car, tap **Internet Radio**.
2. Do one of the following:
   - Browse for available stations by category.
   - Tap to enter and search for stations by keyword such as artist name or topic.
3. Tap a station to start listening to it.

- You can also find Internet radio stations by tapping **Speak** on the main screen and saying what you want to hear. For example, say "`Listen to comedy`".
- To ensure smooth playback, TuneIn preloads audio data (buffering) on HTC One before playing your selected station. To set the amount of audio to preload, tap and choose a buffer time.

Finding your way with HTC Car

HTC Car helps you to find your way to where you want to go. Easily find nearby restaurants and more on your weekends. HTC Car gives you the information you need so you won't get lost.

Exploring what's around you

Feeling adventurous? With just a few taps, you can find interesting places around you quickly.

1. In HTC Car, tap **Navigation**.
2. Do one of the following:
   - Tap a category.
   - Tap Search to enter your own search keywords.

You can also find places by tapping **Speak** on the main screen and saying what you are looking for. For example say "`Find parking`".

Finding places in HTC Car

1. In HTC Car, tap **Navigation**.
2. Do one of the following:

Search for a new place	1. Tap Search. 2. Type what you are looking for, and tap Enter.

Look up a previously searched place	Tap **Previous**.
Get directions for an upcoming event in Calendar	1. Tap **Appointments**. 2. Tap an upcoming appointment from the list.

3. Tap an item to go to the map.

Staying connected to your contacts

Just because you're driving doesn't mean you have to be isolated from the rest of the world. With HTC Car, you can take calls, make calls, and get notifications.

Handling incoming calls in HTC Car

When you receive an incoming call, you can easily answer or decline.

- If you hear a voice prompt, say "yes" or "no" to answer or decline a call.
- Tap **Answer** or **Decline**.

Making phone calls in HTC Car

- Tap **Dialer** to open the dialpad.
- Tap **People** and then browse a category or search by entering a name.

- Tap **Speak** and say "`Call`" and the person's name. For example, say "`Call Jennifer Singer`".

Customizing HTC Car

- To change the default behavior of HTC Car, tap **Settings**.
- To add more apps to HTC Car, tap + and select an app.

VZ Navigator

Using VZ Navigator

Get premium GPS voice navigations and 3D maps with spoken real-time traffic alerts. Find movie times, event info and gas stations. For more information about VZ Navigator, visit: www.verizonwireless.com/vznavigator.

1. From the Home screen, tap ⋮⋮ > **Verizon** > **VZ Navigator**.
2. Tap **Accept** on the message box.
3. Select the options you want on the VZ Navigator setup screen, and then tap **Accept**.
4. Do any of the following:

    - To use VZ Navigator, tap **Go To**. VZ Navigator provides maps, turn-by-turn 3D navigation, speech input and more so you can get to your destination on time. This is a subscribed service.

- To use VZ Navigator Maps, tap **Map**. VZ Navigator Maps lets you access free maps with traffic and satellite views and more. You can do a search for local gas prices and points of interest and share your location by phone, email, or social network.

Google Play and other apps

Getting apps

Getting apps from Google Play

Google Play is the place to go to find new apps for HTC One. Choose from a wide variety of free and paid apps ranging from productivity apps, entertainment, to games.

A Google Wallet™ payment service is required to purchase a paid app. You will be asked to confirm method of payment when you purchase an app.

Finding and installing an app

When you install apps and use them on HTC One, they may require access to your personal information or access to certain functions or settings. Download and install only apps that you trust.

Be cautious when downloading apps that have access to functions or a significant amount of your data on HTC One. You're responsible for the results of using downloaded apps.

1. Open the Play Store app.
2. Browse or search for an app.

3. When you find the app that you like, tap it and read its description and user reviews.
4. To download or purchase the app, tap **Install** (for free apps) or the price button (for paid apps).
5. Tap **Accept**.

Apps sometimes get updated with improvements or bug fixes. To automatically download updates, after installing tap ⋮ > **Auto-update**. Or if you downloaded an app when connected to a Wi-Fi network, tap **OK** when asked to auto-update apps when on Wi-Fi.

To open the app, go to the All apps view and tap the app.

Restoring apps from Google Play

Upgraded to a new phone, replaced a lost one, or performed a factory reset? Restore apps that were downloaded previously.

1. Open the Play Store app.
2. Tap ⋮ > **My apps**.
3. Swipe to All tab, and then tap the app you want to restore.
4. Install the app.

For more details, refer to the Google Play help.

Downloading apps from the web

You can download apps directly from websites.

Apps downloaded from websites can be from unknown sources. To help protect HTC One and your personal data, we strongly recommend that you only download from websites you trust.

1. Open the browser, and then go to the website where you can download the app you want.
2. Follow the website's download instructions for the app.

Before you can install the downloaded app, make sure that you've set HTC One to allow installation of third-party apps in **Settings** > **Security** > **Unknown sources**.

After installing the app, make sure to go back to **Settings** > **Security** and clear the **Unknown sources** option.

Uninstalling an app

If you no longer need an app that you've downloaded and installed, you can uninstall it.

Most of the preloaded apps cannot be uninstalled.

From the All apps view, press and hold the app you want to remove, and then drag it to **Uninstall**.

If you purchased an app in Play Store, you can uninstall it for a refund within a limited time. To know more about the refund policy for paid apps, refer to the Google Play help.

Essential apps

Using the Clock

Get more from the Clock app than just the regular date and time. Use HTC One as a world clock to see the date and time in cities across the globe. You can also set alarms or track your time using the stopwatch or timer.

Setting the date and time manually

1. Open the Clock app.
2. On the World Clock tab, tap ⋮ > **Local time settings**.
3. Clear **Automatic date & time** and **Automatic time zone**, and then set the time zone, date, and time as required.

Setting an alarm

You can set up one or more alarms.

1. Open the Clock app.
2. On the Alarms tab, select the check box of an alarm and then tap that alarm.
3. Under Set alarm, use the scroll wheels to set the alarm time.
4. If you want the alarm for multiple days, tap **Repeat**.
5. Tap **Done**.

- To turn off an alarm, clear the check box of that alarm.
- If you need to set more than three alarms, tap +.

Checking Weather

Use the Weather app and widget to check the current weather and weather forecasts for the next few days. In addition to your current location, you can view weather forecasts for other cities around the globe.

1. Open the Weather app. You'll see the weather where you are.
2. Swipe to the Hourly and Forecast tabs to view the forecasts in your current location.
3. To check the weather in other cities, tap ▼, and then select the city you want.

4. To add more cities, tap + and then enter the location.

Your settings in the Weather app also control the weather information that is shown in the Clock and Calendar.

Viewing the Calendar

Use the Calendar app to view your events, meetings, and appointments. If you've signed into your online accounts, related events will also appear in Calendar.

1. Open the Calendar app.
2. Tap ▼, and then choose a calendar view.

In any calendar view, return to the current date by tapping the today button beside +.

Month view

In month view, you will see markers on days that have events. Upcoming events for the day are also shown at the bottom of the screen.

- Swipe left or right across the screen to view earlier or later months.
- Tap a day to view the events for that day.
- Press and hold a day to see more options.

Day and agenda views

Day view shows your day's schedule and weather forecast for the next few days, while agenda view gives a quick glance of all your day's events.

- Swipe left or right across the screen to view earlier or later days.
- Tap an event to view its details.
- If the event is a contact's birthday or anniversary, tap it to send a greeting.

Need to see the event time in another time zone? In Day view, tap ⋮ > Select 2nd time zone > Choose location, and then enter the city name.

Week view

Week view displays a chart of the events of one week.

- Swipe left or right across the screen to view earlier or later weeks.
- Tap an event (shown as colored blocks) to view its details.

Scheduling or editing an event

You can create or edit events on HTC One, and also sync events with your Google or Exchange ActiveSync calendars.

Editing events is not supported for all accounts.

1. Open the Calendar app.
2. On any Calendar view, do one of the following:

Create an event	Tap +. Tap ▼, and then select the calendar you will add the event to.
Edit an event	View an event, and then tap ✎.

3. Enter and set the event details.
4. To invite contacts from your Google or Exchange ActiveSync account, tap 👤.
5. Tap **Save**.

   If you've invited people to the event, tap **Send** or **Send update**.

Checking your schedule for an event

Avoid juggling multiple meetings at the same time. In Calendar, you can check your appointments to see if a new event would conflict with your schedule.

1. When creating or editing an event, tap **Check calendar**.

2. Press and hold the event box, and then drag it to an available time slot.
3. Drag the top and bottom nodes to adjust the event's time duration. You'll see a message if there are conflicts with other scheduled events.
4. Tap **Done** to return to the event screen, and then save your event.

Choosing which calendars to show

1. In any calendar view, tap ⋮ > **Accounts (All calendars)** or **Accounts (Multi-calendar)**.
2. Select or clear an account you wish to show or hide.

   If you have multiple calendars under an online account, tap ⋯ to select the items to include.

- Calendars are synced on HTC One, even if they are hidden.
- You can also show or hide tasks that you've created on HTC One.

Why aren't my calendar events showing up?

If you can't find events from your email accounts or social networks in Calendar, check whether the Calendar sync is turned on in Settings.

1. Go to Settings, and then tap **Accounts & sync**.
2. Tap an account type. If multiple accounts are supported (such as Exchange ActiveSync), tap the account you want to sync.
3. Select **Calendar**, and then tap ⋮ > **Sync now**.

Sharing an event

You can share a calendar event as a vCalendar using Bluetooth or by sending it as a file attachment with your email or message.

1. Do one of the following:
   - While viewing an event, tap ⋮ > **Forward**.
   - In day, agenda or week view, press and hold an event and then tap **Forward**.
2. Choose how you want to send the event.

Accepting or declining a meeting invitation

Switch to Invites view to see meeting invitations which you have not yet accepted or declined.

You must set up an Exchange ActiveSync account to receive meeting invitations in Calendar.

1. Open the Calendar app.
2. Tap ▼ > **Invites**, and then tap a meeting invitation.
3. Accept, decline, or tentatively accept the invitation, or propose a new time.

Tap ⋮ to choose from more options, such as moving the invitation to a folder.

Dismissing or snoozing event reminders

If you have set at least one reminder for an event, the upcoming event icon will appear in the notifications area of the status bar to remind you.

1. Slide the Notifications panel open.
2. If the notification shows that there are multiple reminders, tap it to see all the reminders. You can then choose to snooze or dismiss them.
3. If you see a single event notification, spread your two fingers on the notification to expand it. You can then:

- Tap **Snooze** or **Dismiss**. Or drag the notification left or right to dismiss it.
- Tap **Send mail** to send a quick response to the meeting attendees.

To edit the preset quick responses or add your own, open Calendar, and then tap ⋮ > **Settings** > **Quick response**.

If you don't want to dismiss or snooze the calendar reminders, press < from the Notifications panel to keep them pending in the notifications area of the status bar.

Fun apps

Watching videos on YouTube

Use the YouTube app to check out what's popular on the online video-sharing website.

1. Open the YouTube app.
2. Browse or search for a video.
3. When you find the video that you like, tap it.
4. While watching a video, you can:
   - Turn HTC One sideways to watch the video in full screen.
   - Tap the video screen to pause or to resume playback, or drag the slider to jump to a different part of the video.
   - Scroll down the video information panel to see the description, related videos, or comments from other viewers.

Want to watch the video at a later time instead? Tap ⋮ > **Add to** > **Watch later**. You can access the video again from your account profile's Watch later list.

Tap the **YouTube** icon to return to the main screen.

Preloading videos

Set the YouTube app to preload videos so that you can watch them without interruptions. Videos are preloaded when HTC One is being charged and is connected to a Wi-Fi network.

For more information about preloading videos, refer to the YouTube help.

1. In the YouTube app, tap ⋮ > **Settings** > **Preloading**.
2. Select what type of videos to preload.

The videos are preloading when ⬇ appears on Watch later screen or on the channel you subscribed to. The icon changes to ● when the videos are ready to watch.

Switching to Kid Mode

Worried that your kids might wander off to inappropriate web sites or mess with your important work files while using HTC One? Use Kid Mode® to let your children enjoy fun and age-appropriate games and more, while helping to protect your important data from accidental deletion. To learn more about Kid Mode, visit www.zoodles.com.

1. From the Home screen, tap ⋮⋮⋮ .

2. Tap **Tools** > **Kid Mode**.

The first time you use Kid Mode, you need to create or sign in to your Zoodles® account.

3. On the Zoodles main screen, tap the profile that you created for your child.
4. Tap the icons to access games and apps, play recorded storybook readings, and more.

How can I allow my child to access an app in Kid Mode?

When in Kid Mode, you can choose which apps on HTC One your child will have access to.

1. On the Zoodles main screen, tap **Parent Dashboard**.

You can also go to Parent Dashboard from **Settings** > **Security** > **Kid Mode**.

2. Confirm your action with your child lock setting (either by drawing the letter Z on the screen or by entering the child's birth year).
3. Under Basic Features, tap **Apps**. You'll see a list of apps installed on HTC One.
4. Tap the check option beside the app that you want your child to be able to use in Zoodles.

Want to receive or block incoming calls while in Kid Mode? Under Basic Features, tap **Settings** and then select or clear the **Allow incoming calls** check option.

Closing Kid Mode

On the Zoodles main screen, tap and then confirm your action with your child lock setting (either by drawing the letter Z on the screen or by entering the child's birth year).

Productivity apps

Keeping track of your tasks

Use the Tasks app to organize and track to do and task lists. Create tasks on your phone or sync them with your Google and Microsoft Exchange ActiveSync accounts. You can also see your tasks in Calendar.

Creating a task

1. Open the Tasks app.
2. To select the task account where you want to create the task, tap ▼.
3. Tap +, and then enter the task details.

> Tasks created under My tasks can be linked to a contact (tap 👤) or to a location (tap 📍).

4. Tap **Save**.

Managing tasks

1. Go to the list that contains the task.
2. In the list of tasks, you can:

Mark a task complete	Tap the check box next to the task. To view completed tasks, tap ⋮ > **View completed**.

Sort tasks	1. Tap ⋮ > **Sort**. 2. Select how you want to sort the tasks.
Edit a task	1. Tap the task that you want to edit, and then tap **Edit**. 2. Edit the task details, and then tap **Save**.
Delete a task	Press and hold the task that you want to delete, and then tap **Delete**.
Postpone a task	1. Press and hold a task, and then tap **Postpone**. 2. Choose how long you want to postpone the task.
Move a task to another list	You can only move the task to another list that is under the same account. 1. Press and hold the task that you want to move, and then tap **Move to**. 2. Tap the task list where you want the task to appear.

Managing task lists

1. In the Tasks app, tap ⋮ > **Manage lists**.

2. From here, you can:

Show tasks	To show all tasks under a list, tap a task list.
Create a list	Tap +, and then choose an account for the list. Lists can't be created for Microsoft Exchange ActiveSync accounts.
Rename a list	1. Tap ⋯ at the right of a list, and then tap **Rename**. 2. Enter a new name for the list, and then tap **OK**.
Delete a list	1. Tap ⋯ at the right of a list, and then tap **Delete**. 2. Tap **OK**.

You cannot delete a main list.

Taking notes

Use Notes to jot down ideas, questions, and everything else. Type in text, record audio, attach photos and documents, and even link your notes to a meeting event in Calendar.

The first time you open the Notes app, you can take a quick tour and set up your Evernote® account. If you choose to skip this, you can log in to Evernote later in the **Accounts & sync** settings.

Evernote is a third-party app and is not provided by or associated with HTC Corporation.

Creating a notebook

1. Open the Notes app.
2. On the Notes main screen, tap ▼ to open a selection menu, and then tap **New notebook**.
3. Type in a notebook title.
4. Tap **Local notebook** to save the notebook on HTC One or tap **Synchronized notebook** to sync your notes with your Evernote account.
5. Tap **Create**.

To open or switch to another notebook, simply tap ▼ again, and then tap a notebook name.

Composing a note

1. With a notebook opened, tap +.
2. Type in a note title.
3. Compose your note:
   - Tap on the note, and then start typing in your text.
   - Tap ● to start audio recording. Tap ■ to stop recording.
   - Tap ⋮ > **Attach** and choose a file type.
   - Tap 🖌 to create a drawing and insert it in your note.
   - Tap 📷 to take a photo and insert it in your note.

To resize the photo, image, or drawing that you've attached to your note, press and hold the item, and then tap **Resize**.

4. Tap ⋮ > **Save**.

To link a note to an event, tap ⋮ > **Calendar**.

Creating a drawing

You can create a drawing, scribble, or illustration and include it in your note.

1. With a note opened, tap 🖌.
2. Choose a color to use.
3. Draw on the blank area using your fingertip.
4. If you need to erase a part of the drawing, tap ◢ and then move your finger left and right on the area that you want to erase. You can also tap ⋮ > **Undo** to erase the last stroke you made.

5. To insert the drawing in your note, tap ⋮ > Save.

Copying and pasting an image

In apps such as Internet, you can select and copy an image and paste it in the Notes app.

1. While browsing a web page, press and hold an image.
2. From the menu, tap Copy image. The selected image is then copied to the clipboard.
3. While composing or editing a note, press and hold where you want to paste the image.
4. Tap Paste.

Playing an audio recording in Notes

After recording a meeting, you can listen to the audio clip to review key points. If you took notes while audio recording, 'timemarks' (small colored nodes in the audio bar) are added to pin your notes within the audio recording's time frame.

1. Open a note where you have recorded a voice clip.
2. Tap ▶ to play the audio recording.

3. Tap ⏭ or ⏮ to go to the next or previous timemark. When you're moving from one timemark to another, you'll see a note thumbnail for a quick preview of what you noted down while recording.

00:00:32
00:02:46
Here's an
Instant capture camera
Once you press the shutter button, there's no lag between the captured photo and your subject's movement. So cool!

You can also tap a particular item on your note to jump to its timemark and hear the audio you've recorded at that time.

Syncing notes

You can choose whether to automatically or manually sync your notes between HTC One and your Evernote account on the Web.

You need to log in to your Evernote account from HTC One to start syncing notes.

1. Open the Notes app.

2. To manually sync notes, tap ⋮ on the All notes screen, and then tap Sync.
3. To set Notes to automatically update, tap ⋮ on the All notes screen, and then tap Settings > Accounts & sync.
4. Tap your Evernote account, and then customize your sync settings.

Internet connections

Data connection

When you turn on HTC One for the first time, it will be automatically set up to use your mobile operator's data connection (if the microSIM card is inserted).

Turning the data connection on or off

Turning your data connection off saves battery life and money on data charges.

1. With two fingers, swipe down from the status bar to open Quick settings.
2. Tap the **Mobile data** tile to turn the data connection on and off.

If you don’t have the data connection turned on and you’re also not connected to a Wi-Fi network, you won’t receive automatic updates to your email, social network accounts, and other synced information.

Turning data roaming on or off

Connect to Verizon Wireless partner networks and access data services when you're out of Verizon Wireless coverage area.

> ⚠ Using data services while roaming is not part of your subscribed monthly data access allowance. Check with Verizon Wireless for data roaming rates before you enable data roaming.

1. Go to Settings.
2. Tap **Mobile data** > **Data roaming**, and then select a data roaming option.

Select the **Data roaming sound** option if you'd like HTC One to play a sound so you'll know when it's connecting to a roaming network.

Managing your data usage

If you're on a limited data allowance, it's important to keep track of the activities and apps that usually send and receive data, such as browsing the web, syncing online accounts, and sending email or sharing status updates.

Here are some other examples:

- Streaming web videos and music
- Tuning in to Internet radio
- Playing online games
- Downloading apps, maps, and files

- Refreshing apps to update info and feeds
- Uploading and backing up your files to your online storage account
- Using HTC One as a Wi-Fi Hotspot
- Sharing your mobile data connection by USB tethering

To help you save on data usage, connect to a Wi-Fi network whenever possible and set your online accounts and emails to sync less frequently.

Keeping track of your data usage

Monitor your data usage to help prevent going over your monthly data allowance.

Data usage measured by HTC One may differ from, and be less than, your actual data usage.

1. Go to Settings, and then tap **Data usage**.
2. Tap **Usage**.
3. On the Mobile tab, select **Limit mobile data usage** and tap **OK** to automatically disable your data connection when you reach the set limit.
4. Drag the upper LIMIT line to set your monthly data limit.
5. Select **Alert me about data usage**, and then drag the lower ALERT line to set an alert before you reach your monthly data limit.
6. Tap **Reset data usage**, and then set the day of the month when your usage cycle resets. This date is usually the start of your monthly billing cycle.

7. Drag the vertical line markers to see how much data you've used during a particular time interval.

If you're connecting HTC One to another portable Wi-Fi hotspot, tap ⋮ > **Mobile hotspots** to restrict background data from downloading that may incur extra data fees.

Viewing the data usage of apps

1. Go to Settings, and then tap **Data usage**.
2. On the Mobile tab, drag the vertical line markers to see how much data you've used during a particular time interval.
3. Scroll down the screen to see a list of apps and their data usage info.
4. Tap an app to see more details.

Wi-Fi

To use Wi-Fi, you need access to a wireless access point or “hotspot”.

The availability and strength of a Wi-Fi signal varies depending on objects the Wi-Fi signal has to pass through (such as buildings or a wall between rooms).

Turning Wi-Fi on and connecting to a wireless network

1. With two fingers, swipe down from the status bar to open Quick settings.
2. Tap the **Wi-Fi** tile to turn the Wi-Fi connection on.
3. Tap ▪▪▪. Detected Wi-Fi networks will be listed.

If the wireless network that you want is not listed, tap ⋮ > **Add network** to manually add it.

4. Tap the Wi-Fi network you want to connect to. If you selected a secured network, you'll be asked to enter the network key or password.
5. Tap **Connect**. You'll see the Wi-Fi icon in the status bar when connected.

The next time HTC One connects to a previously accessed secured wireless network, you won’t be asked to enter the key or other security information again.

Disconnecting from the current wireless network

1. With two fingers, swipe down from the status bar to open Quick settings.
2. If Wi-Fi connection is off, tap the **Wi-Fi** tile to turn it on.
3. Tap ▪▪▪. Detected Wi-Fi networks will be listed.
4. You can:
   - Tap the wireless network that HTC One is connected to, and then tap **Disconnect**.
   - If you want to remove the settings for this network, press and hold the network name, and then tap **Forget network**.

Connecting to a different Wi-Fi network

1. With two fingers, swipe down from the status bar to open Quick settings.
2. If Wi-Fi connection is off, tap the **Wi-Fi** tile to turn it on.
3. Tap ▪▪▪. Detected Wi-Fi networks will be listed.

To manually scan for available Wi-Fi networks, tap ⋮ > **Scan**.

4. Tap a Wi-Fi network to connect to it.

Wi-Fi Enhanced Connectivity

When you open an app that needs Internet connection, HTC One automatically scans for available Wi-Fi networks when Wi-Fi is on.

Connecting to the Internet using Wi-Fi helps prevent you from going over your subscribed monthly data allowance while using data applications.

- When prompted, tap a Wi-Fi network to connect to, and then tap **Connect**. If you selected a secured network, you'll be asked to enter the network key or password.
- If you don't want to connect to a Wi-Fi network, tap **Do not use Wi-Fi but remind me later**.

Turning off Wi-Fi Enhanced Connectivity

1. Go to Settings, and then tap **Wi-Fi**.
2. Tap ⋮ > **Advanced**, and then clear the **Notify me** option.

Connecting to a virtual private network (VPN)

Add virtual private networks (VPNs) so you can connect and access resources inside a local network, such as your corporate network.

Before you can connect to your organization's local network, you may be asked to:

- Install security certificates
- Enter your login credentials
- Download and install a required VPN app on HTC One

Contact your network administrator for details. Also, HTC One must first establish a Wi-Fi or data connection before you can start a VPN connection.

Adding a VPN connection

You must first set a lock screen PIN or password before you can use credential storage and set up the VPN.

1. Go to Settings, and then under Wireless & networks, tap **More**.
2. Tap **VPN** > ⋮ > **Add VPN profile**.
3. Enter the VPN settings and set them up according to the security details your network administrator gave you.
4. Tap **Save**.

Connecting to a VPN

1. Go to Settings, and then under Wireless & networks, tap **More**.
2. Tap **VPN**.
3. Tap the VPN that you want to connect to.

4. Enter your log in credentials, and then tap **Connect**. When you're connected, the VPN connected icon appears in the notification area of the status bar.

You can then open the web browser to access resources such as your corporate network intranet.

Disconnecting from a VPN

1. Slide the Notifications panel open.
2. Tap the VPN notification, and then tap **Disconnect**.

Using HTC One as Mobile Hotspot

Share your data connection with other devices using Mobile Hotspot.

- Make sure the data connection is turned on.
- Mobile Hotspot is included with Share Everything plans. If you don't have a Share Everything plan and want to add Mobile Hotspot subscription, contact Verizon Wireless for details.

1. Go to Settings, and then under Wireless & networks, tap **More**.
2. Tap **Mobile network sharing** > **Mobile Hotspot settings**.
3. Enter a personalized name for your Mobile Hotspot or use the default router name.

4. Choose the type of security and set the password (key) for your wireless router. If you selected **None** in Security, you don't need to enter a password.

- The password is the key other people need to enter on their device so they can connect and use HTC One as Mobile Hotspot.
- To help minimize security risks, use the default security settings and set a strong and unique password.

5. Select the **Mobile Hotspot** option to turn on Mobile Hotspot.

HTC One is ready to be used as Mobile Hotspot when you see on the status bar.

Devices connected to your Mobile Hotspot use data from your subscribed data plan.

Sharing your mobile data connection by USB tethering

No Internet connection available for your computer? No problem. Use the data connection of HTC One to connect to the Internet.

- To make sure that the USB drivers for HTC One are up-to-date, install the latest version of HTC Sync Manager on your computer.
- Mobile Broadband Connect is a subscribed service. Contact Verizon Wireless for details.
- Make sure that mobile data is turned on.

1. Go to Settings, and then under Wireless & networks, tap **More**.
2. Tap **Mobile network sharing**.
3. Tap **USB network setting**, and then select **Mobile Broadband Connect**.
4. Connect HTC One to your computer using the provided USB cable. The next time HTC One connects to a computer, it will remember your settings.

If you often switch between Mobile Broadband Connect and Internet pass-through, select **Smart network sharing** to automatically turn on the connection type you need whenever you connect HTC One with your computer.

Connecting to the Internet through a computer

If you temporarily don’t have Internet access on HTC One, you can still go online by using your computer’s Internet connection.

- To make sure that the USB drivers for HTC One are up-to-date, install the latest version of HTC Sync Manager on your computer.
- If your phone can't connect to the Internet via your computer's Internet connection, you may need to configure your computer's firewall to allow this type of connection. To find out how, refer to your operating system or security software help.
- If your computer connects to the Internet via PPP (e.g. Dial UP, xDSL, or VPN), Internet Pass-through will only support TCP protocol.

1. Go to Settings, and then under Wireless & networks, tap **More**.
2. Tap **Mobile network sharing** > **USB network setting** > **Internet pass-through**.

If you often switch between Mobile Broadband Connect and Internet pass-through, select **Smart network sharing** to automatically turn on the connection type you need whenever you connect HTC One with your computer.

3. Connect HTC One to your computer using the provided USB cable. The next time HTC One connects to a computer, it will remember your settings.

If you disabled your computer's firewall, be sure to turn it back on.

Wi-Fi printing

Connect HTC One to a supported printer via Wi-Fi and print out documents, email, photos, and more.

Both printer and HTC One must be turned on and connected to the same local network. Connect HTC One to the local network using Wi-Fi. To learn how to connect the printer to a local network, refer to your printer user guide.

1. While in an app (such as Mail or Calendar), open the item you want to print.
2. Tap ⋮ > **Print** (or **More** > **Print**).
3. On the Print screen, tap the printer you want to use.
4. If there's more than one page to print, set the page range that you want.

Tap **Advanced** to set the page size, print layout, and page orientation, and choose if you want to print in color or black and white.

5. Tap **Print**.

You can check the printing details by opening the Notifications panel, and then tapping the item you're printing.

Printing a photo

1. While in Gallery, open the photo you want to print.
2. Tap the photo.
3. Tap ⋮ > **Print** , and then tap the printer you want to use.
4. Tap **Print**.

You can check the printing details by opening the Notifications panel, and then tapping the item you're printing.

Adding a printer

If your printer does not show up in the list, you must add it.

> The printer must be in the same Wi-Fi network that you are using.

1. From the Print screen, tap **Add printer**.
2. Enter the IP address of the printer that you want to add and choose a port. If you do not know the IP address of the printer, ask for help from your network administrator.
3. Tap **Next**, and then select the manufacturer and model of the printer.
4. Tap **Save**.

The printer appears on the list and you can tap it to print your photo or document.

Wireless sharing

Connecting a Bluetooth headset

You can listen to music over a Bluetooth stereo headset, or have hands-free conversations using a compatible Bluetooth headset.

- To listen to music with your headset, the headset must support the A2DP Bluetooth profile.
- Before you connect your headset, make it discoverable so HTC One can find it. Refer to your headset manual for details.

1. With two fingers, swipe down from the status bar to open Quick settings.
2. If Bluetooth is off, tap the **Bluetooth** tile to turn it on.
3. Tap ▪▪▪. The Bluetooth screen opens.
4. If you don't see your headset listed, tap ⋮ and then tap **Scan** to refresh the list.
5. When you see the name of your headset in the Available Devices section, tap the name. HTC One pairs with the headset and the headset connection status is displayed in the Paired Devices section.

If automatic pairing fails, enter the passcode supplied with your headset.

When the Bluetooth headset is connected to HTC One, the Bluetooth connected icon is displayed in the status bar.

Reconnecting a Bluetooth headset

Normally, you can easily reconnect your headset by switching on Bluetooth on HTC One, and then turning on the headset.

However, you might have to connect manually if your headset has been used with another Bluetooth device.

Make sure that the headset is discoverable. Refer to the headset manual for details.

1. With two fingers, swipe down from the status bar to open Quick settings.
2. If Bluetooth is off, tap the **Bluetooth** tile to turn it on.
3. Tap ▪▪▪. The Bluetooth screen opens.
4. Tap the headset's name in the Paired Devices section.
5. If prompted to enter a passcode, try `0000` or `1234`, or consult the headset documentation to find the passcode.

If you still cannot reconnect to the headset, follow the instructions in Unpairing from a Bluetooth device on page 265, and then follow the steps under Connecting a Bluetooth headset on page 263.

Unpairing from a Bluetooth device

1. With two fingers, swipe down from the status bar to open Quick settings.
2. If Bluetooth is off, tap the **Bluetooth** tile to turn it on.
3. Tap ⋯. The Bluetooth screen opens.
4. In the Paired devices section, tap ⚙ next to the device to unpair.
5. Tap **Unpair**.

Where sent information is saved

When you send information using Bluetooth, the location where it's saved depends on the type of information and the receiving device.

If you send a calendar event or contact, it is normally added directly to the corresponding application on the receiving device.

If you send another file type to a Windows computer, it is normally saved in the Bluetooth Exchange folder within your personal document folders.

- On Windows XP, the path may be: `C:\Documents and Settings\[your username]\My Documents\Bluetooth Exchange`
- On Windows Vista, the path may be: `C:\Users\[your username]\Documents`
- On Windows 7, the path may be: `C:\Users\[your username]\Documents\Bluetooth Exchange Folder`
- On Windows 8, the path may be: `C:\Users\[your username]\Documents`

If you send a file to another device, the saved location may depend on the file type. For example, if you send an image file to another mobile phone, it may be saved in a folder named “Images”.

Receiving files using Bluetooth

HTC One lets you receive various files with Bluetooth, including photos, music tracks, contact info, calendar events, and documents such as PDFs.

Refer to the device’s documentation for instructions on sending information over Bluetooth.

1. With two fingers, swipe down from the status bar to open Quick settings.
2. If Bluetooth is off, tap the **Bluetooth** tile to turn it on.
3. Tap ▪▪▪. The Bluetooth screen opens.
4. Tap the Bluetooth name of your device near the top of the screen to make HTC One visible to nearby Bluetooth devices.
5. On the sending device, send one or more files to HTC One.
6. If asked, accept the pairing request on HTC One and on the sending device. You may also be prompted to enter the same passcode or confirm the auto-generated passcode on both devices.

   You'll then get a Bluetooth authorization request.
7. Tap **Pair**.

8. When HTC One receives a file transfer request notification, slide the Notifications panel down, tap the incoming file notification, and then tap **Accept**.

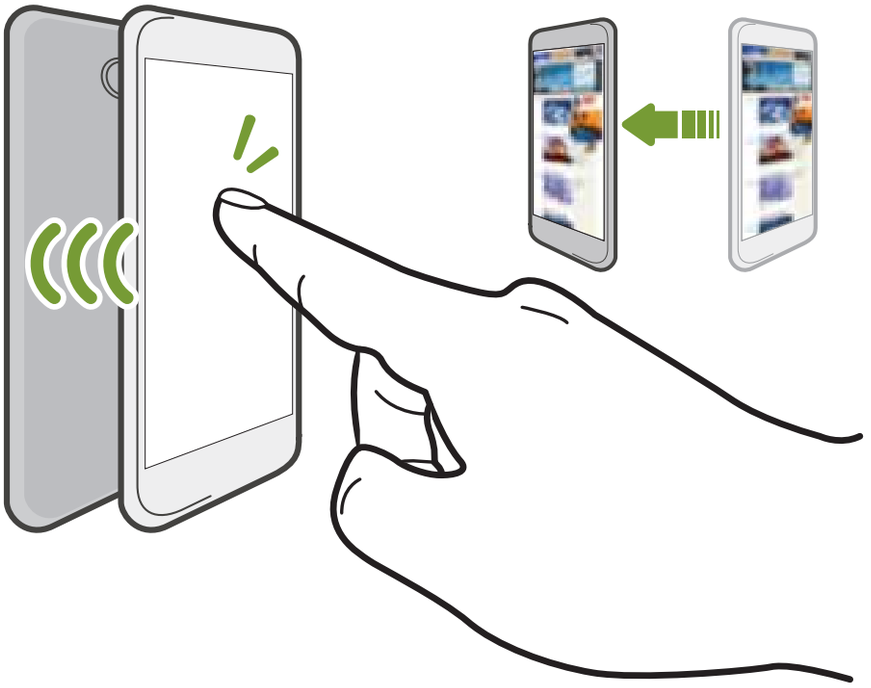
9. When a file is transferred, a notification is displayed. Slide the Notifications panel down, and then tap the relevant notification.

When you open a received file, what happens next depends on the file type:

- Media files and documents are usually opened directly in a compatible app. For example, if you open a music track, it starts playing in the Music app.
- For a vCalendar file, choose the calendar where you want to save the event, and then tap **Import**. The vCalendar is added to your Calendar events.
- For a vCard contact file, you can choose to import one, several, or all of those contacts to your contacts list.

Sharing content with NFC

With built-in NFC (near field communication) on HTC One, you can share content to another NFC-capable mobile device in an instant. Beam webpages, photos, contact information, and more by holding HTC One and the other device back to back.



You can also use NFC for contactless payment. Availability of NFC payment depends on when your mobile operator launches this service. Contact your mobile operator for details.

Turning NFC on or off

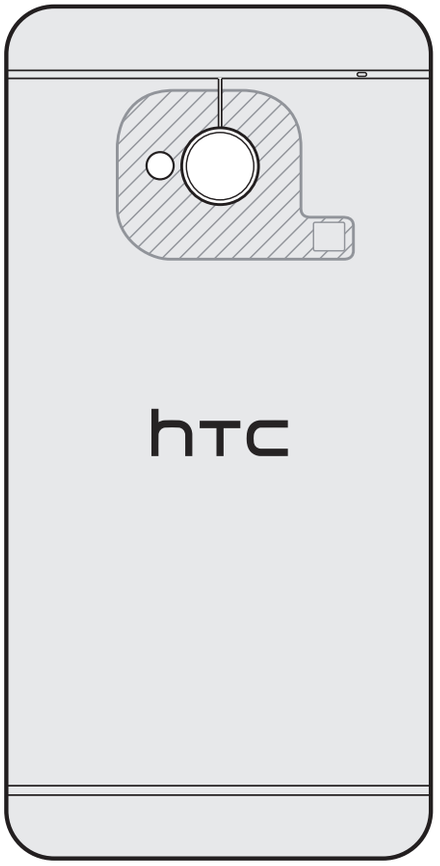
1. Go to Settings, and then under Wireless & networks, tap **More**.

2. Select or clear the NFC option.

Beaming content

Make sure that both devices are unlocked and have NFC turned on. If the other device has an Android Beam™ option, make sure it is also turned on.

1. While viewing the content that you want to share, hold HTC One and the other phone back to back.



Make sure that the NFC area (shaded part) of HTC One and the other phone's NFC area are close to one another. Experiment by slightly moving the phones until a connection is made.

2. Tap the screen.

The shared content appears on the other screen. For some items that you've shared (such as contact information), additional instructions on how to save the item will appear on the receiving device.

Settings and security

Turning Airplane mode on or off

When you enable Airplane (Flight) mode, all wireless radios on HTC One are turned off, including the call function, data services, Bluetooth, and Wi-Fi.

When you disable Airplane mode, the call function is turned back on and the previous state of Bluetooth and Wi-Fi is restored.

- You can manually turn Bluetooth and Wi-Fi back on after enabling Airplane mode.
- If USB tethering is turned on, enabling Airplane mode turns it off. You need to manually turn USB tethering on after you disable Airplane mode.

Do any of the following to turn Airplane mode on or off:

- Press and hold POWER, and then tap **Airplane mode**.
- With two fingers, swipe down from the status bar to open Quick settings. Tap the **Airplane mode** tile to turn airplane mode on or off.

When enabled, the Airplane mode icon is displayed in the status bar.

Turning automatic screen rotation off

Automatic rotation is not supported in all applications.

1. Go to Settings, and then tap **Display, gestures & buttons (or Display & buttons)**.
2. Clear the **Auto rotate screen** option.

Screen not rotating?

Recalibrate the screen if you feel that the screen orientation does not respond properly to the way you hold HTC One.

1. Go to Settings, and then tap **Display, gestures & buttons (or Display & buttons)**.
2. Tap **G-Sensor calibration**.
3. Place HTC One on a flat and level surface, and then tap **Calibrate**.
4. After the recalibration process, tap **OK**.

Adjusting the time before the screen turns off

After a period of inactivity, the screen turns off to conserve battery power. You can set the idle time before the screen turns off.

1. Go to Settings, and then tap **Display, gestures & buttons (or Display & buttons)**.
2. Tap **Sleep**, and then tap the time before the screen turns off.

Adjusting the screen brightness manually

1. Go to Settings, and then tap **Display, gestures & buttons (or Display & buttons)**.
2. Tap **Brightness**, and then clear the **Automatic brightness** option.
3. Drag the brightness slider to the left to decrease or to the right to increase the screen brightness.

Playing a sound when selecting onscreen items

1. Go to Settings, and then tap **Sound**.
2. Select the **Touch sounds** option.

Changing the display language

Changing the language adjusts the keyboard layout, date and time formatting, and more.

1. Go to Settings, and then tap **Language & keyboard**.
2. Tap **System language**, and then choose the language you want to use.

Accessibility settings

Use these settings when you've downloaded and installed an accessibility tool, such as a screen reader that provides voice feedback. You can turn accessibility functions or services on or off.

1. Go to Settings, and then tap **Accessibility**.
2. Choose the settings you want.

Magnifying your phone's screen

If you're visually impaired or would just like to get a closer view of what's on the screen, use Magnification gestures to enlarge portions of your phone's screen.

Turning Magnification gestures on or off

1. Go to Settings, and then tap **Accessibility**.
2. Tap **Magnification gestures**, and then tap the **On/Off** switch to turn it on or off.

Using Magnification gestures

Make sure that **Magnification gestures** is turned on in Settings to use this feature.

Triple-tap on any area of the screen that you want to magnify. You can:

- Spread or pinch your fingers on the screen to adjust the magnification.
- Drag two fingers to pan across the screen.

To exit magnification mode, open another app or triple-tap the screen again.

Working with certificates

Use client and Certificate Authority (CA) digital certificates to enable HTC One to access VPN or secured Wi-FI networks, and also to provide authentication to online secure servers. You can get a certificate from your system administrator or download it from sites that require authentication.

Some apps such as your browser or email client let you install certificates directly in the app. See the app's help for details.

Installing a digital certificate

You must set a lock screen PIN or password before installing a digital certificate.

1. Save the certificate file in the root folder on HTC One.
2. Go to Settings, and then tap **Security**.
3. Tap **Install from phone storage**.
4. If you have more than one certificate in the root folder, select the certificate you want to install.
5. Enter a name for the certificate and tap **OK**.

Assigning a PIN to help protect your SIM card

You can help to protect your SIM card by assigning a PIN (personal identification number) that you enter before accessing your SIM.

When you're prompted to enter the default SIM PIN, enter 1111.

1. Go to Settings, and then tap **Security**.
2. Tap **Set up SIM card lock**, then select **Lock SIM card**.
3. Enter the default SIM card PIN, and then tap **OK**.
4. To change the SIM card PIN, tap **Change SIM PIN**.

Restoring a SIM card that has been locked out

If you enter the wrong PIN more times than the maximum number of attempts allowed, your SIM card will become “PUK-locked.”

You need a PUK code to restore access to HTC One. Contact your mobile operator for this code.

1. On the Phone dialer screen, enter the PUK code, and then tap **Next**.
2. Enter the new PIN you want to use, and then tap **Next**.
3. Enter the new PIN again, and then tap **OK**.

Setting a screen lock to help protect HTC One

Help protect your personal information and help prevent others from using HTC One without your permission.

Choose to set a screen lock pattern, numeric PIN, or other means of securing your phone. You'll be asked to unlock the screen every time HTC One is turned on or when it’s idle for a certain period of time.

1. Go to Settings, and then tap **Security**.
2. Tap **Screen lock**.
3. Select a screen lock option and set up the screen lock.
4. Tap **Lock phone after**, then specify the idle time before the screen is locked.

You can also clear **Make pattern visible** or **Make passwords visible** if you don’t want your screen lock to display as you enter it onscreen.

Forgot your screen lock pattern?

If you've forgotten your screen lock pattern, you have up to five attempts to try and unlock HTC One.

If this fails, you can unlock HTC One by entering your Google Account user name and password.

1. On the unlock screen, enter your lock pattern.
2. After the fifth attempt, when you're asked to wait for 30 seconds, tap **OK**.
3. If the display goes off, press the POWER button to turn the display back on, and then unlock the screen.
4. Tap the **Forgot pattern?** button when it appears.
5. Enter your Google Account name and password, and then tap **Sign in**. You'll then be asked to create a new screen lock pattern. If you no longer want to do so, tap **None** or press < .

Checking your phone's HTC Sense version

You can view the HTC Sense version, as well as other information about your phone.

1. Go to Settings, and then tap **About**.

2. Tap **Software information** to view the HTC Sense version.

Navigating HTC One with TalkBack

Use TalkBack if you need to navigate HTC One by spoken feedback. When you touch the screen, HTC One vibrates and gives you an audible response so you know what you are touching.

Turning TalkBack on

1. Go to Settings, and then tap **Accessibility**.
2. Tap **TalkBack**, and then tap the **On/Off** switch.
3. Read the TalkBack disclaimer and then tap **OK**. You'll be prompted to enable Explore by touch, which provides an audible description of what you're touching on the screen.

A short tutorial explaining how to use TalkBack will begin playing after you turn on TalkBack.

TalkBack works best if you turn off auto-rotate and turn on Explore by touch.

Using TalkBack gestures

When TalkBack is turned on and the Explore by touch setting is selected, the regular touch gestures are replaced by the TalkBack gestures.

HTC gestures such as 3-finger swiping may not be available when TalkBack gestures are enabled.

Do one of the following:

Open an item	1. Drag your finger on the screen to find and select the item. 2. Double-tap anywhere on the screen to open the item.
Move an item	1. Drag your finger on the screen to find the item. 2. Double-tap anywhere on the screen, but don't lift your finger on the second tap. 3. Drag the item to a new spot and then lift your finger.
Scroll through a screen	Use two fingers to swipe up, down, left or right.
Unlock the lock screen	Use two fingers to swipe up from the bottom of the screen.
Open the Notifications panel	Use two fingers to swipe down from the top of the screen.

Assigning TalkBack shortcuts

TalkBack has customizable gestures that can be used to open the Notifications panel, view recent apps, access TalkBack controls, and more.

> The steps below are described using the regular gestures. Use the corresponding TalkBack gestures if you already have TalkBack turned on.

1. Go to Settings, and then tap **Accessibility**.
2. Tap**TalkBack**, and then tap ⋮ > **Settings** > **Manage shortcut gestures**.
3. Tap any of the shortcut gestures, and then select an action.

Using TalkBack context menus

TalkBack has context menus for controlling continuous reading and global TalkBack controls. These menus can be accessed using TalkBack shortcut gestures.

1. Turn TalkBack on.
2. Do one of the following:
   - To open the continuous reading menu, use one finger to swipe up and right in one continuous movement.
   - To open the global context menu, use one finger to swipe down and right in one continuous movement.

If you already changed the TalkBack shortcut gestures, check your TalkBack settings for the appropriate gesture.

3. Press and hold anywhere on the screen.
4. Drag your finger around the screen to explore the options.

To cancel an action, drag your finger to your starting position.

Changing the TalkBack reading speed

The steps below are described using the regular gestures. Use the corresponding TalkBack gestures if you already have TalkBack turned on.

1. Go to Settings, and then tap **Accessibility**.
2. Tap **Text-to-speech output** > **Speech rate**.
3. Select a speech rate.

You can test the speech rate by tapping **Listen to an example**.

TalkBack language settings

1. Go to Settings, and then tap **Accessibility**.

2. Tap **Text-to-speech output** > **Google Text-to-speech Engine**, and do one of the following:

Select a different language	Tap **Language**.
Install a language	Tap **Install voice data** and tap **Download** next to the language you want. After the language is downloaded and installed, press < , and then tap **Language**.

3. Select the language you want to use.

Not all languages are supported.

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Index

A

Accounts
- social network accounts *47*
- syncing *168*

Airplane mode *272*
Alarms
- setting *229*

Android Beam
See NFC

Android Market
See Google Play

Apps
- grouping into a folder *100*
- icons on Home screen *97*
- installing *225, 227*
- non-Google Play apps *227*
- on Home screen *97*
- restoring *226*
- uninstalling *228*
- updating *26*

B

Backup
- about *171*
- media *177*
- notes *246*
- options *171*
- photos *183*
- restoring backed up apps *226*

Battery
- charging *15*
- checking usage *62*
- saving battery power *63*

Beats Audio profile *148*
Bluetooth
- connecting a Bluetooth headset *263*
- received file location *265*
- receiving information *266*

Browser
- bookmarks *143*
- history *144, 145*
- incognito tab *145*
- Reading list or Watch list *142*
- syncing with Google Chrome *144*
- tabs *140*
- using *139*
- viewing desktop version *140*

Burst mode *71*

C

Calendar
- creating an event *232*
- dual time zone *231*
- meeting conflicts *232*
- meeting invitations *235*
- reminders *235*
- sending quick response *235*
- views *230*

Call history *114*

Camera
- basics *67, 69, 70*
- continuous shooting *71*
- effects *68*
- flash *69*
- front camera *68*
- HDR *73*
- recording a video *70*
- scenes *72*
- self portrait *72*
- slow motion *75*
- standby *67*
- sweep panorama *75*
- taking a photo *69*
- taking photo while recording *70*
- video resolution *69*
- zooming *68*

Capture screen *45*
Car
- about *218*
- handling calls *222*
- Internet radio *220*
- navigation *221*
- playing music *219*
- voice commands *218*

Change phone language *275*
Clock
- alarm *229*
- setting date and time *228*

Contacts
- adding *191*
- copying contacts *194*
- copying from SIM card *194*
- importing contacts *194*
- transferring contacts *194*

Continuous shooting *71*
Copying
- files to computer *165*
- text *53*

D

Data connection
- turning on or off *248*

Data transfer
- from Android phone *19*
- from iPhone and other phones *21*
- transferring media *183*

Display
- G-sensor *273*
- changing the time before the screen turns off *274*
- recalibrating G-sensor *273*
- screen brightness *274*
- screen rotation *273*
- Sleep mode *41*

DLNA *162*
Driving
See Car

E

Electronic program guide
- setting up *154, 158*

Email
See Mail
EPG
See Electronic program guide
Exchange ActiveSync
- flagging an email *208*
- meeting request *209*
- Out of office *208*
- sending a meeting request *209*

F

Face unlock *103*
Factory reset *186*
Feeds view
- about *46*
- selecting feeds *49*

Files
- copying to computer *165*

Finger gestures *31*
Firmware
See Software update

Folder
- grouping apps *100*
- grouping bookmarks *143*
- removing items *101*
- renaming *101*

FOTA
See Software update

G

Gallery
- creating sequence shots *86*
- custom effects *85*
- editing group shots *87*
- editing photos *84*
- HTC Share *91*
- photos in social networks *83*
- removing objects in photo *88*
- sharing photos *89–91*
- Video Highlights *80*
- video trimming *78*
- viewing photos and videos *76*
- viewing photos and videos by event *77*
- viewing photos by location *77*
- watching videos *78*

Geotag *76*
Gestures
- motion gestures *39*
- touch gestures *31*

Gmail *200*
Google Maps *211*
Google Now
- setting up *137*
- turning off *139*

Google Play
- installing apps *225*
- refund *228*

Google Voice Search *135*
GPS (Global Positioning System)
See Locations

Group messaging *125*

H

Hands free *263*
Hard reset
See Factory reset

HDMI *162*
HDR *73*
Headphones
See Bluetooth

Home screen
- adding widgets *95*
- apps *97*
- extended *24*
- feeds *46*
- folder *100*
- launch bar *99*
- rearranging items *97*

- shortcuts *97*
- wallpaper *94*

HTC Car
See Car

HTC Clock
- setting an alarm *229*

HTC Media Link HD *162*
HTC Sense version *280*
HTC Share *91*
HTC Sync Manager *177*
HTC Zoe *74*

I

Idle screen
See Lock screen

Incognito mode
See Browser, incognito tab

Internet
- browsing *139*

Internet connection
- data connection *248*
- VPN *254*
- Wi-Fi *252*

K

Keyboard
- dictionary *59*
- entering text *56*
- entering text by speaking *61*
- HTC Sense keyboard *55*
- layout *57*
- multi-language keyboard *57*
- predictive text *58*
- shortcuts *59*
- speech recognition *61*

Kid mode
- about *237*
- choosing apps *238*
- closing *239*

L

Language
- system language *275*

Locations
- turning on location services *211*

Lock screen
- answering a call *110*
- dismissing an alarm *42*
- lock screen style *103*
- opening an app *43*
- rejecting a call *110*
- shortcuts *103*
- unlocking *42*

Low battery *63*
Low storage
See Phone storage

Lyrics *152*

M

Mail
- attachments *204*
- carbon copy, blind copy (cc, bcc) *204*
- deleting *206*
- draft *204*
- replying *205*
- searching *207*
- sending *204*
- sorting *206*

Mail folders
- moving email messages *206*

Making calls
- calling *105*
- calling a number in a Calendar event *108*
- calling a number in a message *108*
- calling a number in an email *108*

Maps
- Google Maps *211*

Market
See Google Play

Master reset
See Factory reset

Meeting request *209*

Messages
- copying to the SIM card *132*
- deleting a conversation *132*
- draft message *122, 123, 127*
- forwarding *130*
- group SMS *125*
- locking *133*
- replying *128*
- saving as task *129*
- sending *122, 123*

MMS
See Multimedia message

Multimedia message
- attachment *123*
- group MMS *125*
- sending *123*

Music
- adding a song to a queue *150*
- album covers *150*
- artist photos *150*
- Beats Audio profile *148*
- listening *146*
- lyrics *152*
- playing music from the Lock screen *146*
- playlist *148*
- setting a song as ringtone *151*
- transferring from iPhone *179*

N

Navigation
See Car

NFC (Near Field Communication) *268*

Notes
- about *243*
- audio recording *245*
- notebooks *243*
- timemarks *245*
- writing *244*

Notifications
- panel *52*

O

Online accounts
- adding accounts *168*
- removing accounts *170*
- syncing manually *170*
- what can you sync with *168*

P

Pair a Bluetooth headset *263*

Panorama *75*

Panoramic photo *75*

People
- adding a new contact *191*
- contact groups *198*
- contact link suggestions *195*
- copying contacts *194, 195*

- editing contacts *193*
- filtering your contacts *189*
- groups *198*
- importing contacts *194*
- merging contact information *195*
- personal profile *191*
- sending contact information *197*
- transferring contacts *194*

Phone calls
- blocking a call *116*
- call history *114*
- calling *105*
- calling a number in a Calendar event *108*
- calling a number in a message *108*
- calling a number in an email *108*
- emergency call *109*
- extension number *106*
- missed calls *107*
- muting the microphone *112*
- receiving calls *110*
- Smart Dial *105*
- speakerphone *112*
- speed dial *107*

Phone information *280*
Phone settings
See Settings
Phone storage
- copying files *165*
- storage encryption *167*
- types of storage *164*

Phone updates *25*
Photos
- custom effects *85*
- location *77*
- organizing *81*
- sharing photos *89–91*
- social networks *83*
- transferring from computer *23*
- viewing photos and videos *76*
- viewing photos and videos by event *77*
- viewing photos by location *77*

Power
- charging the battery *15*
- checking battery usage *62*
- saving power *63*
- sleep mode *41*

Print screen
See Capture screen
Printing *260*
PUK (PIN Unblock Key) *278*

Q

Quick settings *45*

R

Read mode *140*
Reading list *142*
Remote control *158*
Reset *185, 186*
Ring volume
- lowering ring volume automatically *114*
- making your phone ring louder *114*
- Pocket mode *114*

Ringtone
- editing *151*
- setting song as ringtone *151*

S

Scenes
- in Camera app *72*
Screen
- adjusting brightness *274*
- capture *45*
- changing the time before the screen turns off *274*
- idle screen *42*
- recalibrating G-sensor *273*
- rotation *273*
- Sleep mode settings *274*
Screen lock *279*
Screen shot
See Capture screen
Search
- searching phone and Web *134*
- voice search *135*
Security
- encrypting data *167*
- protecting phone with screen lock *279*
- protecting SIM card with PIN *278*
Sense TV
- about *153*
- checking on-demand video *157*
- electronic program guide (EPG) *155*
- scheduling *156*
- setting up *154*
Settings
- About *280*
- Accessibility *275*
- display language *275*
- Storage *164*
Setup
- initial setup *18*
- photos, music, videos from old phone *23*
Sharing
- events *234*
- text *55*
- TV *161*
Shortcuts
- Lockscreen *103*
SIM card
- copying messages to *132*
- SIM PIN *278*
Sleep mode *41*
Slideshow
- highlight video *80*
- MMS *124*
Slow motion video *75*
Smart network sharing *259*
SMS
See Messages
Social networks *47*
Soft reset *185*
Software update *25*
Sound
- audible selection *274*
- lowering ring volume automatically *114*
- Pocket mode *114*
- ringtone, notifications, and sounds *102*
- switching profiles *113*
Speakerphone *112*
Speed dial *107*
Storage *164*
Sweep panorama *75*
Sync
- HTC Sync Manager *177*
- syncing with computer *183, 184*

T

Tasks
- about *240*
- creating a task *240*
- managing *240*
- managing lists *241*

Text message *122*
Timemark *245*
TV
See Sense TV

U

Upgrade
See Software update

V

Video Highlights *80*
VideoPic *70*
Videos
- editing *78*
- playback speed *79*
- recording *70*
- taking photo while recording *70*
- transferring from computer *23*
- transferring from iPhone *179*
- watching *78*

Voice input *61*
Voice search *135*
VPN
- adding a connection *255*
- connecting *255*

W

Wallpaper
- changing *94*

Watch list *142*
Weather
- checking weather *229*

Wi-Fi
- connecting to another network *253*
- disconnecting from network *253*
- turning on *252*

Widgets
- adding *95*
- changing settings *96*
- removing *98*
- resizing *96*

Wireless display *161*
Word prediction
- bilingual prediction *59*

Y

YouTube
- finding videos of songs *153*
- preloading *237*
- watching *236*